



International Trips Request

General Information

- Requests must be submitted by October 31st of the school year prior to the trip (example: October 2021 proposal for the 2022-2023 school year).
- All international trips are considered an Extended Learning Opportunity and are credit bearing; either a half credit or credit will be awarded for the ELO.
- All international trips will have some required reading (book, articles, guidebooks, etc.) to enhance the trip as well as a concluding experience.

Today's Date: _____

Name of Lead Chaperone: _____

Name(s) of Additional Chaperone(s): _____

Location(s) of Trip: _____

Departure Date: _____

Return Date: _____

Is it advisable for United States citizens to travel to this destination according to the United States State Department and Center for Disease Control and/or travel advisories? YES _____ NO _____

Number of Students: _____

Selection process for student participation: _____

Approximate Total Cost of Trip (includes meals, lodging, transportation, etc): _____

Educational Value of Trip and Study Program: _____

Please see the next page for additional materials required for request to be considered.

Additional Materials to be Submitted with Request

- Letter to the Bow School Board which includes:
 - Formal request for trip;
 - General itinerary of the trip;
 - Detailed explanation of the educational value of the trip.
- Detailed tentative itinerary of the trip which includes:
 - Daily schedule for students;
 - Transportation plan which includes information about departure from and return to Bow, NH/United States;
- Approved (by Academic Dean) ELO plan which includes:
 - Pre-trip preparation and learning;
 - List of required reading selections;
 - Concluding experience requirements and expectations.
- Selection Process Information and Documents (if applicable)

Lead Chaperone's Signature: _____

Date: _____

Academic Dean's Signature: _____

Date: _____

Principal's Signature: _____

Date: _____

School Board Meeting Date: _____

Approved: _____

Not Approved: _____