Colorado State University
Natural Sciences Education & Outreach Center
STEM Friday Expedition Principal Agreement Form
Fax to 970-491-2005 or Email to courtney.butler@colostate.edu

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This section must be completed by the <u>teacher</u> applying for the STEM Friday Expedition program.

School Name:_____

Teacher Name:_____

Teacher Email:_____

I have chosen the following as my top 3 dates to visit CSU:

     1st Choice:_____   2nd Choice:_____   3rd Choice:_____

I plan on taking _____ (number) students on this field trip.
(The minimum number of students is 16 and the maximum number of students is 30. Even numbers are preferred.)

I have selected the _____ kit for my students to do on the field trip.

My plan for choosing the students who will be invited to go on the field trip is:

This section must be completed by the <u>principal</u> of the school.

Please initial each statement:

_____ I approve of the above listed teacher applying for the STEM Friday Expedition.

_____ I understand that schools are limited to one group of <u>no more than</u> 30 students per school year.

_____ I approve of the teacher's plan to limit the number of students to no more than 30.

_____ The dates the teacher has chosen are appropriate and don't conflict with any district or school special events.

_____ I understand that the teacher and/or school must arrange for the bus through our district's bus service.

_____ I understand that the school will be reimbursed for up to $100 of the cost for the bus to CSU once an <u>invoice on official school or district letterhead</u> is submitted to the Natural Sciences Education & Outreach Center.

_____ I understand that we must follow the arrival & departure times as outlined on the web application. (earliest arrival: 9 a.m.; latest departure: 12 p.m.)

_____ I understand that cancellations must be submitted to the NSEOC at least 2 weeks prior to the scheduled field trip date or the school may forfeit future STEM Friday Expedition participation.

_____ I understand that we must follow all of our district's field trip guidelines regarding permission from parents and number of chaperones.

_____   _____
Principal's Printed Name   Principal's Email

_____   _____
Principal's Signature   Date