

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

This section must be completed by the teacher 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 15 and the maximum number of students is 30.)

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 principal 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 no more than 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 invoice on official school or district letterhead is submitted to the CNS Education & Outreach Center.

_____ I understand that we must follow the arrival & departure times as outlined on the web application.
(9 a.m. - 11:30 a.m. in the Fall & 10 a.m. - 12:30 p.m. in the Spring)

_____ I understand that cancellations must be submitted to the CNS EOC at least 3 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