



Franklin College of Arts and Sciences

Office of the Dean

PROPOSAL FOR FIELD TRIP

To: _____
Approving Authority – Department Head/Director and Associate Dean/Dean

1. Department making request: _____ Course: _____

2. Date(s) of Trip: _____ # of students involved: _____

3. Destination: _____

4. Purpose of trip:

5. Name of individual(s) in charge during trip: _____

6. Method of transportation: _____

Please see link below for UGA Field Trip Requirements Policy when a field trip request is being made. Make sure Waiver of Liability form(s) are complete. <https://policy.uga.edu/policies#/programs/SkmMT8ntp?q=Field%20trip&&limit=20&skip=0&bc=true&bcCurrent=Field%20Trip%20Requirements&bclitemType=programs>

Requesting Faculty Member Telephone #

Approval:

Department Head/Director Date

Associate Dean/Dean Date