



STATE OF MISSOURI
 DIVISION OF PROFESSIONAL REGISTRATION
FIELD TRIP REQUEST

BOARD OF COSMETOLOGY AND
 BARBER EXAMINERS
 P.O. BOX 1062
 JEFFERSON CITY, MO 65102
 TELEPHONE (573) 751-1052

20 CSR 2085-12.010 (11_(A) states, "No portion of a student's minimum training requirements may be obtained in course work or demonstrations outside the school of his/her enrollment unless a specific request for such a program of instruction is submitted to the Board office by the school on a form supplied by the board and approval is given prior to the requested program. The request for a program of instruction shall include: the place, date and time of the activity, the objective of the activity, the person/organization conducting the activity, the number of students to attend the activity and the names of the instructor(s) to supervise the activity.

NAME OF SCHOOL

ADDRESS (STREET, CITY, STATE, ZIP CODE)

SCHOOL LICENSE NUMBER

SCHOOL TELEPHONE NUMBER

The above named school is hereby requesting approval for the following field trip:

DATE AND TIME OF ACTIVITY

NUMBER OF INSTRUCTION HOURS *

PERSON/ORGANIZATION CONDUCTING THE ACTIVITY

PLACE (LOCATION) OF ACTIVITY

OBJECTIVE OF ACTIVITY

SUPERVISING INSTRUCTOR(S)

NUMBER OF STUDENTS TO ATTEND

*** I certify that credit will not be given for time in transit to and from the activity.**

SIGNATURE OF SCHOOL OWNER/MANAGER

