

Wallingford Swarthmore School District

FORM B: *Foreign Exchange Request (Must receive School Board approval)*

Teachers/Organizers: _____ Building/s: _____

Exchange Country & Organization: _____

Date submitted for approval: _____ School Year of Exchange: _____

Dates of WSSD student travel (attach itinerary): _____

Number of students traveling: _____ Grade/s: _____ Number of Host Homes: _____

Financial Trip Accounting for International Travel

Cost per head including miscellaneous cost (<i>excursions, additional meals, etc.</i>)	_____
Number of Students	x _____
Sub Total	= _____
Revenue to offset cost (ie: fundraising)	- _____
Sub Total	= _____
Cost Per Pupil	= _____

Dates of Foreign Exchange Students attending WSSD: _____

Number of students attending WSSD: _____ Number of WSSD Host Families: _____

Financial Trip Accounting for US Exchange Costs*

Total cost per head for US excursions with exchange students	_____
Number of Students	x _____
Sub Total	= _____
Revenue to offset cost (ie: fundraising)	- _____
Sub Total	= _____
Cost Per Pupil	= _____

*Each of the field trips/excursions taken with the Foreign Exchange Students while in the United States must be included in the *bulk field trip approval*.

Building Principal
(The above information is accurate and the trip is approved.)

Date

Director of Education

Date

School Board Approval Date: _____