



Central Nine Career Center
1999 US Hwy 31 South
Greenwood, IN 46143
317-888-4401

Field Trip Request Form

Date of Request	
August 3, 2016	
Teacher(s)	Program(s)
Edward Callico	Auto Collision Repair Technology
Date of Field Trip	
Friday, September 16, 2016	
Destination	
Chicagoland Speedway, Joliet, Illinois	
Activity	
Visit an Auto Collision Shop and then attend the career fair/trade show during the day, then stay for the NASCAR race later that at night Over 25+ vendors will be on hand in order to provide demonstrations, interview students for jobs, and provide the latest on the industry. This is event is Auto Collision Specific geared toward Auto Collision Students	
Educational Rationale	
Students will provide resumes and interview for jobs, they will learn and see some of the newest technology in Auto Collision as well as talk with Industry Professionals. Encouraged by the ACRT Advisory Board	
Number of Students	Number of Adults
50	4
Departure Time	Departure Location
6:30 AM	Central Nine Career Center
Return Time	Return Location
12:00 Midnight	Central Nine Career Center
Special Instructions/Requests	
Cost to Student	
Conference and Bus transportation Funded by the Collision Repair Education Foundation	
What accommodations will be made for students not able to participate in this field trip and/or unable to afford the trip?	
Classroom project will be available for students not able to attend / Sponsorship for students that can't afford to go	

Teacher Signature

DATE

Assistant Director Signature

DATE

Dean of Students Signature

DATE

X Transportation Director Signature

DATE

Transportation Assignment (to be completed by Transportation Director)	Mode of Transportation	
	Driver	
	Special Instructions	



Central Nine Career Center
1999 US Hwy 31 South
Greenwood, IN 46143
317-888-4401

Field Trip Request Check List

Field trips are an excellent opportunity for our students to experience "real world" career and technical settings. At Central Nine Career Center, we feel that there must be an educational justification for taking students out of school, as field trips also have an impact on a student's other coursework.

- * There shall be no field trips scheduled after May 1 (excluding competitions).
- * Administration will pay for one field trip per year up to \$200 for each area (to include bus and driver costs).
- * Students must ride on the bus and not drive on their own.

Teacher(s)	Field Trip	Date of Field Trip	
Edward Cailico	Cars, Careers & Celebrities Expo	Friday, September 16, 2016	
*****SECTION BELOW TO BE COMPLETED BY TRANSPORTATION DIRECTOR*****			
DRIVER	BUS	DEPARTURE	RETURN

Approval Process:

1. Submit the following documents to the Attendance Administrative Assistant for a Field Trip Request at least **one month** in advance. Any exception to this timeline (due to unique circumstances), will have to be approved by the Assistant Director and Transportation Director.

- ☒ Field Trip Request Checklist
- ☒ Field Trip Request Form
- ☐ Leave Forms (for any staff member attending)
- ☒ Printout of Map and Driving Directions (Google Maps or Mapquest)

Once approved, the Permission Slip Form will be emailed to the requesting teacher to complete, and pass out to students. Signed permission slips must be submitted to the office prior to the trip.

2. At least **one week** prior to the field trip:

- ☐ List (alphabetical by school) of students attending emailed to the Principal and Attendance Administrative Assistant.
- ☐ Plans for students not attending emailed to the Principal
- ☐ Limited Criminal History Requests for additional Chaperones

3. Day of the field trip:

PRIOR TO DEPARTURE:

- ☐ Manifest (Typed list of students attending trip) to Attendance Administrative Assistant
- ☐ Original Permission Slips to Attendance Administrative Assistant
- ☐ Copies of Permission Slips to take with you on Trip
- ☐ Pick up Keys in Office (if needed)

UPON RETURN:

- ☐ Make sure bus is clean, trash removed, and windows up
- ☐ Return Key to Office (if used)
- ☐ Alert Administration of any issues (students, bus, etc.)

COLLISION REPAIR EDUCATION™
FOUNDATION
I-CAR

presents

Cars, Careers, & Celebrities Expo

Collision Students, join us for fun
and excitement on Sept. 16!

- Speak with potential employers
- Participate in mock interviews
- \$5000 in tool giveaways
- See product demonstrations
- Interact with over 30 leading industry organizations
- Food is FREE to students, additional food available for purchase
- Attending students receive FREE NASCAR tickets for Friday night
- Pit & infield passes for students
- Meet NASCAR Sprint Cup Drivers



When: Friday, September 16, 2016
from 11 am – 5 pm (race to follow the
event at 7:30pm).

Where: Chicagoland Speedway,
500 Speedway Blvd., Joliet, IL

Registration: There is no charge
to attend however attendees are asked
to RSVP at: info@ed-foundation.org

Proceeds from this event will assist
the Collision Repair Education
Foundation in providing additional
support to collision repair programs,
students, and instructors.

For more info: Please email questions
to info@ed-foundation.org or call
(847) 463-5244

The Foundation, founded in 1991, is a 501(c)(3) not-for-profit organization dedicated to securing donations that support philanthropic and collision repair education activities that promote and enhance career opportunities in the industry. For information on how to donate to programs supported by the Education Foundation visit them online at: CollisionEducationFoundation.org.

Google Maps

1999 U.S. 31, Greenwood, IN 46143 to
Chicagoland Speedway

Drive 196 miles, 3 h 20 min



via I-65 N

3 h 7 min without traffic

3 h 19 min

208 miles

via I-65 N and US-41 N

3 h 10 min without traffic

3 h 20 min

196 miles

Indianapolis, IN—Chicago, IL

1 h

from \$168