



# Shaarei Torah of Richmond ~ Student's Request-to-Travel Form

*All Sections of this form must be completed and returned to the school at least one week prior to departure. It can be mailed or faxed to (804) 784-9005.*

***STUDENT TO COMPLETE THIS SECTION:***

Student Name: \_\_\_\_\_ Travel Dates: \_\_\_\_\_

No Classes will be missed      Some Classes will be missed      All Classes will be missed on: \_\_\_\_\_

***PARENTS' REQUEST***

I, \_\_\_\_\_, request permission for my daughter \_\_\_\_\_ to be excused from the classes indicated above for the following reasons: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_

***Parent/Guardian to complete this section:***

Departure from Richmond to:	Date	Time of Departure (a.m. or p.m.) <b>Precisely</b>	Means of Travel (include carrier and train/flight #s)
Return to Richmond from:	Date	Time of Arrival (a.m. or p.m.) <b>Precisely</b>	Means of Travel (include carrier and train/flight #s)

***Teacher's signature required if missing that class:***

Teacher/Subject	Days Missed	Teacher's Signature	Teacher's Comments

***Rabbi Klestzick to complete this section:***

Approved      Declined      Signed: \_\_\_\_\_ Date: \_\_\_\_\_