

VOLUNTARY STUDENT TRAVEL APPROVAL FORM

INSTRUCTIONS:

- < This form is to be completed by a USA faculty or staff member.
- < Student travel for any voluntary USA-sponsored purpose must be approved by the Vice President for Student Affairs/Dean of Students prior to the trip. Complete and submit this form to the Division of Student Affairs. It can be faxed to 460-6157.
- < After approval, if necessary, a Release from Liability form will be sent to you by the Attorney's Office. The release form must be completed and provided to each student to sign prior to the trip. Release forms should be collected prior to

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