Board Approval Date: _____

DASD Field Trip Request Form

CATEGORY 1 Trips Requiring Building Administrator's Approval	CATEGORY 2 Trips Requiring Board of School Director's Approval *(trips 200 miles or more one way)*
■ Field Trip Request Form must be submitted a minimum of two weeks prior to the trip	■ Field Trip Request Form must be submitted a minimum of 1-2 months prior to the trip to be presented by a building administrator to obtain approval at a Board of School Directors' meeting

The DASD Field Trip Request Form is comprised of two sections:

- **Section 1** must be completed for all trips (**Category 1 & 2**).
- **Section 2** must be completed if the trip requires the Board of School Director's approval (**Category 2**).

Please complete, sign, and submit your Field Trip Request Form to your building administrator. Only forms submitted within the proper time frames will be considered for approval.

SECTION 1 To be completed by Category 1 & 2 Field Trip Request Types

Requestor: Linda Roberts	**Requestor Phone Number: 717 244 4021 ext. 3412**
Building: High School	**Grade(s)** *(List all that apply)*: 10,11 & 12
Class(es) *(List all that apply)*: German 3 Honors German IV German 5	**Number of Students: 14 -20**
Number of Chaperones: 2	**Transportation Needed:** Bus(es) - Reliance **Approved Certificate of Insurance must be provided for Motorcoach Bus transportation.*
Destination Name:Bavaria, Germany, Tyrol Austria & Lucerne Switzerland	**Destination Street Address** _____ **City, State, Zip**
Date of Departure: 18-25 November 2027	**Time of Departure: 9 a.m.**
Departure Location: DAHS Back gym lobby	**Are there planned stops on the route to the destination? No**
If there are planned stops on the route to the destination, please list the name and address of the stop(s):	
Location of pick up for return? BWI	**Time to pick up for return? afternoon**
Location of drop-off upon return? HS back gym lobby	**Time of return? p.m.**

Transportation Provider Point of Contact: Reliance	**Transportation Provider Cell Phone Number:**
Driver:	**Driver Cell Phone Number:**
Major objective of the trip: To	

promote increased student achievement in speaking German and promoting German culture
How is the objective co-related to classroom experiences? Students will be studying these German speaking locations in class and also meeting once per month in Wildcat to practice proper etiquette & protocol & speaking in German, role playing situations & becoming more culturally aware.
What follow-up have you planned for after the trip? Students will present a project about their experience, what they learned and their use of the German language.

Transportation is requested of:

When researching Private (non-Reliance) providers/carriers ask:
1. Does your company carry some level of child molestation and exploitation coverage?
2. Does the company carry General Aggregate Liability insurance coverage exceeding $2 million?

If the answer to these questions is "Yes" direct the company to provide a copy of the company's insurance rider for General Aggregate Liability and Child Molestation and Exploitation Coverage. When you receive this documentation, please submit it with your request.

X Reliance Student Transportation Services (DASD contracted carrier)	☐ Private Vehicles (students/parents)	☐ Private (non-Reliance) Van Services ☐ Private Non-Passenger Rental (box truck, trailer…)	☐ Private Motorcoach (approved Certificate of Insurance must be attached)

Trip will be funded by:

☐ DASD General Fund (Building/Program)	☐ General Fund (fees paid by students - in & out)	☐ Activity Account (student payments are deposited to offset costs)	X All costs paid directly to facilities/vendors, travel agents, transportation providers, etc.

SECTION 2 To be completed by Category 2 Field Trip Request Types
(If the trip is less than 200 miles each way **STOP**)

Will a substitute be required?	Yes	**Location/Destination: Lucerne, Switzerland, Innsbruck, Austria, Vaduz, Liechtenstein & Munich, Germany**
Trip Description:	Swiss Food and Pastimes, Swiss language, culture & history, Innsbruck Hofkirche. Neuschwanstein Castle, Wieskirche. Munich history, BMW World, Olympic Park, Munich Dachau Concentration Camp Memorial	
Goals of the Trip: To promote increased student achievement in speaking German and promoting German culture		
Date of Departure: Friday 18 November 2027		**Date of Return: Thursday 25 November 2027**

Number of days students will be absent from school?	3	**Who will pay the costs? Parents &/or guardians**	
Transportation costs to be paid by:	Students & Parents and/or guardians	**Hotel costs to be paid by: Students & parents and/or guardians**	
Meal costs to be paid by:	Students & Parents & guardians	**Do all Chaperones have Federal, State Criminal, and Child Abuse Clearances completed and on file with the District? yes [Link to Approved DASD Volunteers]**	
How many Chaperones will be on the trip? 2		**Please List the First and Last Name of every Chaperone: Thomas Roberts**	**Linda Roberts**

Student, faculty, and chaperone rosters with faculty and chaperone cell #'s must be provided to the driver on the trip date.

Please complete, sign, and submit your Field Trip Request Form to your building administrator. Only forms submitted within the proper time frames will be considered for approval.

Approving Building Administrator: _____ Date:_____

Approving Reliance Transportation: _____ Date:_____



NOV 18-25, 2027

Group Leader
Linda Roberts

Group Leader ID
113490

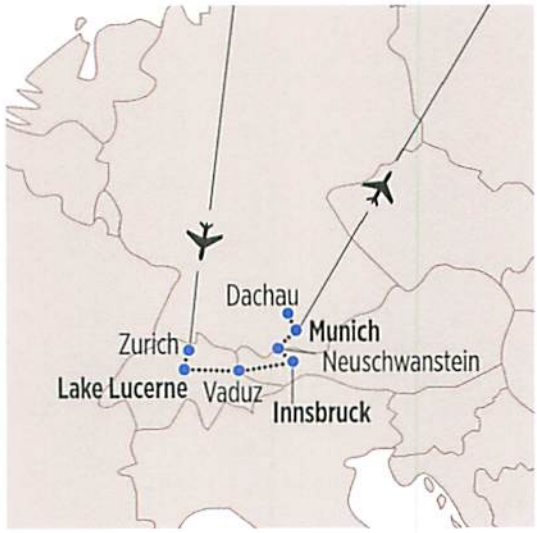
Bavaria, Tyrol and Switzerland

WHAT'S INCLUDED

- Round-Trip Flights
- Daily Breakfast and Dinner (unless otherwise noted)
- 3-Star Hotels
- 24-Hour Tour Manager
- Centrally Located Hotels
- Start Exploring
- Global Network
- All Local Transportation
- Personal Headsets Included Throughout Tour
- Swiss Food and Pastimes
- Innsbruck Hofkirche
- Neuschwanstein Castle
- Wieskirche
- Munich by Bike
- BMW World
- Olympic Park Munich
- Dachau Concentration Camp Memorial

TRIP ITINERARY

8 Days | Overnights: Overnight Flight (1), Lake Lucerne (2), Innsbruck (1), Munich (3)



OUR PROMISE

Travel Changes Lives

In educational travel, every moment matters. Pushing the experience from "good enough" to exceptional is what we do every day. Our mission is to empower educators to introduce their students to the world beyond the classroom and inspire the next generation of global citizens.







TOUR COST

Depart From: Washington

Cost per Traveler	Full Payment Deadline
$4051	**7/11/2027**

$337 per month using an automatic payment plan

Cost Breakdown

Program Fee	$4139
Early Registration Discount	$-200
Prepaid Tipping	$112
Total Cost Valid through 1/1/2027	$4051

Additional Fees (as applicable)

Adult Surcharge	$100
Single Room Supplement	$960
Double Room Supplement	$480
Ultimate Protection Plan	$360
Ultimate-Plus Protection Plan	$480
Mount Pilatus	$60

ACIS TRIPSITE

Scan the code to view your group's Tripsite and learn more details about your upcoming trip, and to register!

NOTES FROM ACIS

Earn a $100 Bundle Discount by selecting an upgraded protection plan and enrolling in Automatic Payments.

All registered participants can enjoy the convenience and savings of having payments automatically withdrawn from a checking account with an Automatic Payment Plan. To learn more, visit **acis.com/autopay**.

Adult travelers over 21 should add in the Adult Surcharge and Double or Single Room Supplement to calculate Total Cost.

This educational travel program is not school or district sponsored unless expressly stated by the Group Leader.

Get Started Today

REGISTER:

Scan the above QR code or visit **www.acis.com/findmytrip** and enter your Group Leader's ID and last name and click Register Now when you're ready to sign up.

QUESTIONS?

Find answers to our most frequently asked questions at www.acis.com/faqs or contact Traveler Support via Live Chat on acis.com or email accounts@acis.com.

FULL ITINERARY

DAY 1, NOV 18, 2027: OVERNIGHT FLIGHT

Depart from the USA.

DAY 2, NOV 19, 2027: LAKE LUCERNE

Arrive in Switzerland's bustling financial city of Zurich and transfer to Lake Lucerne. (D)

DAY 3, NOV 20, 2027: LAKE LUCERNE

Begin your day with an optional trip on the world's steepest cog railway and by cable car up to the breathtaking heights of 7,000-foot Mount Pilatus. **Otherwise, enjoy a free day to explore the picturesque streets and squares of Lucerne, including the magnificent Lion Monument and the Chapel Bridge. Your evening highlight is a merriment-filled traditional Swiss food and pastimes experience. Through food, stories, games, costumes and more, your hosts will have you engaging with centuries of Swiss cultural traditions. (B,D)**

DAY 4, NOV 21, 2027: INNSBRUCK

Head for Innsbruck today, stopping first in Vaduz, Liechtenstein to tick another country off your visited list. Continue to Innsbruck, the capital of Tyrol for a walking tour including entrance to the Hofkirche. (B,D)

DAY 5, NOV 22, 2027: MUNICH

Depart Innsbruck and drive to visit crazy King Ludwig's fairy tale castle of Neuschwanstein—literally the stuff of legends (and Disney dreams). The famous castle, with its many turrets and towers was opened to the public in 1886 and clings to the top of the surrounding cliffs. Continue to the Wieskirche, a beautiful Rococo church in the Bavarian meadows, for a visit before arriving in Munich for dinner. (B,D)

DAY 6, NOV 23, 2027: MUNICH

Begin the day discovering the city's hidden gems during a Munich by bike tour of unique neighborhoods and sights off the beaten path. Pedal down historic old streets, peek into delightful courtyards, ride along the city's river and explore the popular 910-acre Englischer Garten, one of the world's largest urban public parks. This afternoon visit BMW World, a showcase for the BMW brand, one of the industry's most influential auto makers. In the evening, we'll visit the Olympic Park to learn more about the events and history of the 1972 Olympics. (B,D)

DAY 7, NOV 24, 2027: MUNICH

Travel this morning out to the Dachau Concentration Camp Memorial, a somber but compelling reminder of Nazi atrocities during World War II. Return to Munich to explore more of the city's wonders at your own pace, and be sure to check out the Marienplatz, the historic square in the heart of the city. It's home to the famous 43-bell Glockenspiel, whose colorful mechanical figures reenact prominent moments in Munich's history throughout the day. (B,D)

DAY 8, NOV 25, 2027: DEPARTURE

Depart for the USA. (B)