



Student Travel Roster – One Day Trip, Day Off

Course/Program: _____

Trip Date(s): _____

Location of Trip: _____

Lead Instructor/Advisor: _____

Per Diem(s) Given: ☐ Breakfast (\$11) ☐ Lunch (\$16) ☐ Dinner (\$34)

#	Student Name (First & Last)	Student ID	Attendance Confirmed? Initials	Phone # (Day of)	Completed Signed Documents Submitted? Yes/No	(If Applicable) Meal Per Diem Received? Initial
1.					Yes	
2.					Yes	
3.					Yes	
4.					Yes	
5.					Yes	
6.					Yes	
7.					Yes	
8.					Yes	
9.		0565979			Yes	
10.					No	
11.					No	

#	Student Name (First & Last)	Student ID	Attendance Confirmed? Initials	Phone # (Day of)	Completed Signed Documents Submitted? Yes/No	(If Applicable) Meal Per Diem Received? Initial
12.					Yes	
13.					Yes	
14.					Yes	
15.					Yes	
16.					Yes	
17.					Yes	
18.					Yes	
19.					Yes	
20.					Yes	
21.					Yes	
22.					Yes	
23.					Yes	
24.					Yes	
25.					Yes	
26.					Yes	
27.					Yes	

#	Student Name (First & Last)	Student ID	Attendance Confirmed? Initials	Phone # (Day of)	Completed Signed Documents Submitted? Yes/No	(If Applicable) Meal Per Diem Received? Initial
28.					Yes	
29.					Yes	
30.					Yes	
31.					Yes	
32.					Yes	
33.					Yes	
34.					Yes	
35.					Yes	
36.					Yes	
37.					Yes	
38.					Yes	
39.					Yes	
40.					Yes	
41.					Yes	
42.					Yes	

#	Student Name (First & Last)	Student ID	Attendance Confirmed? Initials	Phone # (Day of)	Completed Signed Documents Submitted? Yes/No	(If Applicable) Meal Per Diem Received? Initial
43.					Yes	
44.					Yes	
45.					Yes	
46.					Yes	