



### 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.						
2.						
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11.						

#	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.						
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#	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.						
29.						
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41.						

#	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
42.						
43.						
44.						
45.						