



K-State at Salina
College of Technology and Aviation
2310 Centennial Road
Salina, KS 67401

Request for Student Trips

Please complete the following justification for off-campus student involved trips. You may answer with one or two sentences. Please attach Travel Request forms and any information appropriate to your request. Signatures are required from the Department Head and Director of Fiscal Affairs prior to the Dean's Signature. Please call the Dean's Office at 6-2601 if you have any questions.

I. History of Project/Class:

II. Objective of the Trip:

III. Planned Activities

IV. Timeline for Activities and Travel:

V. Funding Methodology:

VI. Students Deliverables Back to the College:

Department Head

Alyson Rome
Director of Fiscal Affairs

Dennis K. Kuhlman
Dean