

Texas Academy of Leadership in the Humanities Weekend Travel Request

All students are required to be in the residence hall Sunday through Thursday night from 11:00 p.m. until 6:00 a.m., but TALH permits students to leave the campus for weekend travel with sufficient prior notice and signature on file from a parental/guardian.

TALH considers student safety a critical responsibility and strictly enforces its weekend travel policy. Parental cooperation is crucial to support this goal. **This form must be submitted to the Student Service Coordinator no later than 4:00 p.m. Wednesday afternoon prior to the requested absence.** This form must be submitted to the Student Service Coordinator, Mr. Bruce Hodge via email (bruce.hodge@lamar.edu) from a registered parent or guardian email address. If your email address changes, please contact Mrs. Colichia at (409) 880-2377. TALH will email a confirmation of your child's weekend travel plans by Thursday afternoon. You do not need to call to confirm your child's travel plans. If you have not received a confirmation email by Friday morning, or if you receive a confirmation email you did not expect, please call or email Mr. Hodge (409) 839-2993. A final travel report identifying students leaving campus is prepared for the TALH administration by Friday morning. All departing students must sign out on the weekend travel sheet in Mr. Hodge's office.

NOTE: This form is not required for CLOSED WEEKENDS, SEMESTER BREAKS, or SPRING BREAK.

I hereby grant permission for my child, _____
(please print first and last name)

to travel for the weekend. The date of departure is _____
(month/day/year)

The date of return is _____
(month/day/year)

NOTE: In the event of a change of plans, the student must notify a TALH administrator and the CA and abide by all rules and regulations.

Parent/Guardian Signature

Daytime Phone Number

Evening or Cell Phone Number

Destination of my child:

Responsible Party

Address

City, State, Zip

Telephone Number

DEADLINE: 4:00 p.m. Wednesday
NO EXCEPTIONS, PLEASE