

OFF CAMPUSCTIVITYCHECKIST

OFF CAMPUS ACTIVITY TRIP COORDINATOR CHECKLIST	
Field Trip/Off Campus Activity	
Trip Location/Address:	
Trip Date:	ActivityTime(s):
Instructor:	Department/Course:
In compliance with the Cal Maritime Off Campus Activity Policy AF 09-002 and CSU Executive Order #1062, following are steps for field trip coordinators to plan and keep records:	