



REQUEST FOR PRIOR APPROVAL FOR GUEST SPEAKER

The teacher requesting participation of a guest speaker must complete this form and the Agreement and Guidelines for Guest Speakers form and submit both to the principal at least 5 days prior to the visit by the guest speaker.

Teacher: _____ Date of Request _____

Class(es): _____ Grade(s) _____

Scheduled Date for Speaker: _____ Periods (s): _____

Names of Speaker(s): _____

Organization Represented (where applicable): _____

Topic of Speaker: _____

Qualification of Speaker to address this topic: _____

How does this topic specifically support your curriculum: _____

_____ Prior Approval Granted
_____ Prior Approval Denied

Principal or Designee's Signature/ Date