

# SPEAKER APPROVAL FORM

This form must be filled out and emailed to [assistantprincipals@ahsmail.com](mailto:assistantprincipals@ahsmail.com) for administrative approval before a speaker is invited to give a presentation to your students and before inviting the guest speaker or other classes.

TODAY'S DATE: \_\_\_\_\_ PRESENTATION DATE: \_\_\_\_\_

TEACHER(S) & CLASSES PARTICIPATING:

\_\_\_\_\_

Name of Speaker(s): \_\_\_\_\_

Qualifications of Speaker(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the speaker(s) presented at AHS before? \_\_\_\_\_ When and for what audience?

\_\_\_\_\_

Have you heard the speaker(s) presentation before? \_\_\_\_\_

Have you reviewed written materials to be used? \_\_\_\_\_

Topic of Presentation: \_\_\_\_\_

Curriculum being supported: \_\_\_\_\_

What facts, truths and/or principles will the children learn or have reinforced from this presentation that makes this presentation worth the time?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the presentation appropriate and in keeping with the mission statement of American Heritage School?

\_\_\_\_\_

Is there a cost? \_\_\_\_\_ No Cost    \$\_\_\_\_\_ Cost per Student    \$\_\_\_\_\_ Flat Fee

After completing this form, please turn it in for written approval from Administration.

\_\_\_\_\_  
Signature of Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Date