

Ruth Patrick Science Education Center

2012-2013 STUDENT PROGRAMS RESERVATION REQUEST

Reservation requests for student programs must be received by **Friday, June 15, 2012 at 5:00 PM**. Requests may be mailed to the RPSEC, USC Aiken, 471 University Parkway, Box 3, Aiken, South Carolina 29801, or faxed to: (803) 641-3615. If you prefer, you may register online at: <http://rpsec.usca.edu/student/>. No reservations will be accepted by telephone.

PROGRAM REQUEST GUIDELINES

- Each class may attend up to four (4) programs per year. Pending funding, this number may be reduced.
- We suggest teachers combine 2 or 3 programs in one visit.
- A group with 10 - 30 students may choose one or two programs per visit.
- Groups with 31 - 60 students MUST choose two (2) programs for a 2½ hour visit (only one of which may be a planetarium program, and neither of which may be an extended-hour program such as the EcoHike).
- Groups with 61 - 90 students MUST choose three (3) programs for a total visit of 3½ to 4 hours including lunch. Please choose three programs offered in the same month (only one planetarium program and no EcoHikes).
- Please do not bring more than 90 students per visit. Call us.

RPSEC PROGRAM FEES

Classroom Programs

Aiken County Public Schools Prepaid by the district
 All Other Schools..... \$3.00 per student per program
 Home School Groups..... Use Home School Mondays form

Planetarium Programs

All Students \$3.00 per student per program
 (One classroom teacher is admitted free; one adult chaperone per eight students is also admitted free. Additional chaperones pay \$3.00 each.)

ADA Statement

Please indicate if you need any special services, assistance, or accommodations to participate in our programs by contacting us in advance at rpsec@usca.edu or (803) 641-3313.

**2012-2013
 TIMELINE:**

Friday, June 15 Deadline to submit Student Programs Requests for 2012-2013
Friday, July 27..... Confirmation Contract Letters will be mailed to teachers' home addresses
Tuesday, September 4 Deadline to return signed Confirmation Contract Letters to the RPSEC
Monday, September 10 RPSEC Student Programs classes begin; Waiting List programs scheduled
Friday, September 14 Any 2012-2013 student programs not confirmed by this date will be cancelled

Teacher's Name: _____ Birthdate (mm/dd): _____
 Home Phone: _____ Cell Phone: _____ Last four digits of SS#: _____
 Home Address: _____
 School: _____ Grade: _____ District/County: _____
 School Phone: _____ E-mail Address: _____
 Total number of students this visit: (10 minimum, 90 maximum) _____ Number of groups: (max 30 students per group) _____
 Name(s) of other teacher(s) attending this visit: _____
 Are you scheduling programs for your entire grade level? _____ If so, what is the total number of students? _____

PROGRAM REQUESTS: *Please list your requests in priority order. We suggest you combine 2 or 3 programs in one visit.*

First Choice Program(s)	Second Choice	Third Choice	Fourth Choice
Month: _____	Month: _____	Month: _____	Month: _____
A. _____	A. _____	A. _____	A. _____
B. _____	B. _____	B. _____	B. _____
C. _____	C. _____	C. _____	C. _____

Check **ANY** days of the week that you **CAN** visit: Monday Tuesday Wednesday Thursday Friday

Check **ANY** of the times that you **CAN** start a program: 9:15 AM 10:30 AM 12:00 PM 1:15 PM

What is your latest departure time from the RPSEC?

List specific dates that you **CANNOT** visit:

COMMENTS:

OFFICE USE ONLY: _____ Database
 Scheduled Day/Times



This option should open your email program