

**Education Reservation Sheet
Harpers Ferry National Historical Park**

Teacher Name:	School Name:
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School Street Address:

City:	State:	ZIP:
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School Telephone:	Fax:
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E-mail Address:

Date of Visit: 1st Choice:	2nd Choice:	3rd Choice:
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Grade Level(s):	Number of Students:	Number of Chaperons:
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Any special needs students? Y or N	If yes, please explain:
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Will you need lunch bag storage? Y or N	Number of Bags:
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Time of Arrival at Park:	Time of Departure:
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Number of Buses	Cars	Vans	Type of Buses: Charter	School
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Grades K through 10 *MUST* file an Education Reservation Form with the Education Office a *minimum of 3 weeks* prior to the planned visit. A fee waiver request is not required, as these grades fall under exemption guidelines.

Grades 11, 12, Colleges, and Universities *MUST* file an Education Reservation form *AND* a request for a fee waiver. Please note that *all fees will apply* without an approved fee waiver for grades 11, 12, Colleges, and Universities. Please contact the park Fee Supervisor at 304-535-2904 with any questions.

Please briefly describe area of study relevant to park resources.
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Please describe any learning objectives, concepts, or standards you would like included in your ranger-guided program.

Maximum group size per program is 35 students. We will divide larger groups accordingly if staffing permits. Please select a program from the list below to best suit your educational needs. In order that we may serve as many groups as possible, please select only one program topic per group of 35 students. If you wish to divide your students and schedule separate seasonal program topics for separate groups, please indicate those topics with a designation of "G1", "G2", etc. All classes will receive a 10 minute orientation at the beginning of the visit.

Self-guided Programs <small>(Year Round)</small>
<input type="checkbox"/> Self-guided tour (year round) <input type="checkbox"/> Grades 3-5 History Search <input type="checkbox"/> Grades 6-10 History Search <input type="checkbox"/> Scavenger Hunt
Materials for the above may be found on the Harpers Ferry web site: http://www.nps.gov/hafe/educate.htm
<input type="checkbox"/> 10 minute orientation declined.

Seasonal Ranger-guided Programs Offered April through mid-June and September through mid-November <i>ONLY*</i>						
<input type="checkbox"/> Incident at Harpers Ferry (Grades: 5-12, Duration: 60 min.) <input type="checkbox"/> Under Fire (Grades: 5-12, Duration: 60 min.) <input type="checkbox"/> Harpers Ferry: A Place in History (Grades: 3-12, Duration: 60 min.) <input type="checkbox"/> Black Voices from Harpers Ferry (Grades: 5-12, Duration: 60 min.) <input type="checkbox"/> Journey to Freedom (Grades: K-3, Duration: 60 min.) <input type="checkbox"/> Virginius Island (Grades 5-12, Duration: 90 min.) <input type="checkbox"/> Supplied for Success (Grades: 3-12, Duration: 60 min.)						
Tour Days: Monday to Friday, <i>exception: NO Monday tours in April & Sept.</i> Tour Times: <table style="display: inline-table; border: none;"> <tr> <td>10:00 – 11:00</td> <td>11:00 – 12:00</td> <td>2:00 – 3:00</td> </tr> <tr> <td>10:30 – 11:30</td> <td>1:30 – 2:30</td> <td>3:30 – 4:30</td> </tr> </table>	10:00 – 11:00	11:00 – 12:00	2:00 – 3:00	10:30 – 11:30	1:30 – 2:30	3:30 – 4:30
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10:30 – 11:30	1:30 – 2:30	3:30 – 4:30				

**Other programs may be offered during the off-season on a limited basis. For information, and other requests including off-site, off-season, or specialized needs, please contact Catherine Bragat at 304-535-6283.*

Bridging the Watershed (BTW) Tours: TEACHERS INSTITUTE REQUIRED - Please use the alternative BTW form found on the back of this form.

Please photocopy and send your completed form to:
 Harpers Ferry NHP – Education Reservations
 P.O. Box 65
 Harpers Ferry, WV 25425
 Fax: 304-535-6244
 CONFIRMATION LETTERS WILL BE MAILED OR FAXED.

Harpers Ferry National Historical Park
Bridging the Watershed Reservation Sheet

Teachers:

School Name:

School Street Address:

City: State: ZIP:

School Phone: Fax:

Teacher E-mail:

Approx. Number of Students: Grade(s): Number of Adults:

Courses Represented and Relative Ability Level of Students:

If you are bringing more than 30 students they will be divided. What size groups would you suggest, divided on what basis, and should our expectations of the groups be substantially different?

Special Needs Students (continue on back if required):

Preferred Dates (please list a minimum of three options):

Approx. Arrival Time: Approx. Departure Time:
Approx. Length of Commute:

Please circle the BTW modules and other Interpretive Programs you would like to schedule:
Water Power (2 hours) Water Canaries (90 minutes) Watershed Watchdogs (90 minutes)
History Program (Variable) Geology Tour (1 hour +) Geology Tour & Search (2 hours)

Please indicate the level of preparation you intend to provide your students prior to the field study. Will you teach the BTW Pre-lessons? How many? What other types of background will you deliver?

What are your plans for lunch? Will the students pack, use the restaurants, or both? For how long?

If you have students in the 11th or 12th grade you must file a fee waiver request. Instructions and examples are available from our office (304-535-6283) or the Park Fee Supervisor (304-535-2904).

Please keep this original and mail a copy to Harpers Ferry NHP Education Reservations, P.O. Box 65, Harpers Ferry, WV 25425, or fax it to 304-535-6244. Upon receipt, a confirmation letter will be mailed to you. As the date of your trip nears you will be contacted to discuss the details of your field study.