



National Park Service
U.S. Department of the Interior

Assateague Island
National Seashore

7206 National Seashore Lane
Berlin, Maryland 21811

410-641-1443 phone
410-641-1099 fax

Assateague Island National Seashore Academic Fee Waiver Information

Applying for Academic Fee Waivers

Academic Fee Waivers are for outings conducted for non-commercial educational purposes by schools and other bona fide academic institutions. Please complete the form using the criteria described below and return it to us at least **4 weeks** in advance of your trip. If approved, an educational fee waiver will be sent to you. **Every vehicle must have a copy of the waiver. Fee waivers will not be issued at the entrance station.**

There are three criteria to qualify for an academic fee waiver: eligibility, educational purpose, and relevance of park resources or facilities. Your application package must meet all three criteria and contain the following documentation.

1. Eligibility

Applicants must prove they are a bona fide academic institution by submitting the following:

- A statement confirming educational or scientific tax exemption from the Internal Revenue Service (IRS) or the applicant's national, state, or local tax authority; or
- A statement, from a bona fide academic institution meeting one of these eligibility standards, confirming that the group is visiting for the purpose of providing transferable academic credit based on a curriculum; or
- A statement of accreditation or recognition as an educational institution from a legitimate international, national, regional, state, or local authority for the applicant's location.

2. Educational Purpose of the Visit

Applicants must provide a written statement verifying that the visit supports specific curriculum for which academic credit is offered.

3. Relevance of Park Resources or Facilities

Relevance to park resources must be described. Applicants must provide a written statement identifying the park resources and/or facilities that will be used to support the educational purpose of the visit, and how they are relevant to that purpose.

Additional notes

Home schools may be granted fee waivers based on the course of study following the procedures above, as long as they meet their state's requirements for home schools. The number of adult chaperones permitted may be more since the parents are also the teachers.

Not-for-profit groups: service, civic, fraternal organizations, scouts, 4-H, Road Scholar etc., frequently do not qualify for an academic fee waiver.

Fee waivers do not include camping.

The ratios of eligible chaperones to students is 1:5 for elementary school; 1:12 for high school, and 1:20 for college students.

We look forward to your class visit to Assateague Island National Seashore and please call us at



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Assateague Island National Seashore Academic Fee Waiver Information
(410) 629-6607 if you need assistance with the waiver application.

Application must be received 4 weeks in advance of your visit. **Each vehicle must have a copy of waiver. Fees will not be waived for vehicles who do not have a copy of the waiver:**
Please fax application to: 410-641-1099 or email to jay_johnstone@nps.gov

Academic Institution:
Address:

Student Grade level:

Coordinators name:
Email:
Cell:

Office Phone:
Fax:

Date of visit:

of students:

of chaperones:

Vehicle type and #:

There are three criteria to qualify for an academic fee waiver: eligibility, educational purpose, and relevance of park resources or facilities

1) **Eligibility:**

2) **Educational purpose:**

3) **Relevance:** If attending National Park Service Ranger-led field studies programs, list them here. If conducting a teacher-led program, document how the visit is educational and relevant to **Assateague Island National Seashore**. **You may attach lesson plan or catalog description.**

Application received on: _____ Tax exempt: _____ Approved/declined

Signature of park official: _____ Date: _____ Sent to Fee Office: _____



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Assateague Island National Seashore Academic Fee Waiver Information

Application must be received 4-6 weeks in advance of your visit. **Each vehicle must have a copy of waiver. Fees will not be waived for vehicles who do not have a copy of the waiver:** Please Fax application to: 410-641-1099 or email to jay_johnstone@nps.gov

Example

Academic Institution: *Top Notch School* Student Grade level: *5th*

Address: *We're #1 Way*
Berlin, MD 21811

Coordinators name: *Seymore Pedagogy*

Email: *Awesomfieldtrip@gmail.com* Phone: *410-000-0000*

Fax: *410-000-0001*

Date of visit: *1/1/2012* # of students: *45* # of chaperones: *9* Vehicle type and #: *2 Buses*

There are three criteria to qualify for an academic fee waiver: eligibility, educational purpose, and relevance of park resources or facilities.

- 1) **Eligibility:** *Top Notch School Tax exempt I.D.# 12345678910*
- 2) **Educational purpose:** *The trip supports MD curriculum standards: 2.A.2a, 2A.2c, 2.A.3c, 2.E.1.a-d, 3.E.1.a-c, 6.A.1.a-c*
- 3) **Relevance:** If attending National Park Service Ranger-led field studies programs, list them here. If conducting a teacher-led program, document how the visit is educational and relevant to **Assateague Island National Seashore**. **You may attach lesson plan or catalog description.**

Top Notch School teacher-led lesson plan:

Theme- *The constantly changing landforms on Assateague Island challenge island inhabitants to use adaptive behavior.*

Objectives: *students will be able to:*

- *Describe the geologic processes responsible for forming Md barrier islands.*
- *Explain the processes responsible for island migration*
- *List three examples of adaptive behavior exhibited by island animals.*

Itinerary:

9:30 Arrive at VC and explore exhibits for 45 min.

10:15- Drive to North Shore Beach parking and begin geomorphology tour

12:00- Lunch

1:00- Walk "Life of the Forest" Trail and discuss successional plant growth.

2:00- return to school

Application received on: *12/1/2011*
Signature of park official: *Ranger Rick*

Tax exempt: *Y* *Approved/declined*
Date: *12/10/11* Sent to Fee Office: *12/10/11*