



# United States Department of the Interior



**NATIONAL PARK SERVICE**  
**Pipe Spring National Monument**  
**HC 65 Box 5**  
**406 N. Pipe Spring Road**  
**Fredonia, AZ 86022-9600**

## Academic Fee Waiver Application Guidelines

National Park Service regulations allow school groups and other bona fide national and international academic institutions to obtain a waiver for park entrance fees, provided that the visit is for educational or scientific purposes, and the resources or facilities the group proposes to use support those purposes.

Academic fee waivers are not granted automatically. There are three criteria the group must meet to qualify for an academic fee waiver: eligibility, educational purpose, and relevance of park resources or facilities. These criteria are detailed below:

### 1. Eligibility

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

- A statement confirming educational or scientific tax-exemption from the IRS or the applicant's national, state, or local tax authority; or
- A statement, from a bona fide academic institution, confirming that the group is visiting for the purpose of providing transferable educational credit based on a curriculum; or
- A statement of accreditation, or recognition as an academic institution, from a recognized national, regional, state, or local authority at the applicant's location.

### 2. Educational Purpose of the Visit

Applicants must provide a written statement confirming that the visit supports a specific educational curriculum for which academic credit is offered, even if on a commercial tour.

### 3. Relevance of Park Resources or Facilities

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.

Complete applications need to include: 1. the attached application, 2. proof of criteria one, 3. letter or outline addressing criteria two and three.

### Additional information:

- Applications for fee waivers must be received at least three weeks in advance of the date of your visit.
- Applications that are not received at least three weeks prior to the requested date will be denied.
- Incomplete applications will be denied.
- You will receive an email or fax either confirming or denying your request within one week after we have received the application.
- Fee waiver requests must be submitted for every visit.

Please mail or fax completed applications to:

Pipe Spring National Monument, Attn: Education, HC 65 Box 5, 406 N. Pipe Spring Road, Fredonia, AZ 86022  
Fax: 928-643-7583

If you have questions, please call us at 928-643-7105.

