

## **HOW TO SCHEDULE A FIELD TRIP TO VIRGIN ISLANDS NATIONAL PARK**

Here's a checklist to help you schedule a school field trip with a park Ranger to Virgin Islands National Park, located on the island of St. John. *Please schedule your trip at least 3 weeks in advance.*

1. Know your preferred:

date \_\_\_\_\_

time \_\_\_\_\_

program \_\_\_\_\_

location \_\_\_\_\_

2. Information you'll need to give us when you contact us:

name of your group \_\_\_\_\_

grade level \_\_\_\_\_

group \_\_\_\_\_

size \_\_\_\_\_

any special needs \_\_\_\_\_

name of contact person (e.g., teacher scheduling field trip) \_\_\_\_\_

phone number(s) of the contact person \_\_\_\_\_

Would you like a Ranger guest speaker in your classroom before the field trip?\_\_

3. Contact us:

address:

Virgin Islands National Park

Division of Interpretation

1300 Cruz Bay Creek

St. John, U.S.V.I. 00830

phone: 776-6201, ext. 257

email: [nps.gov/viis](http://nps.gov/viis)