

Instructions for Completing Academic Waiver of Entrance Fees Form:

Academic institutions may be eligible for a waiver of entrance fees for the adults (15 and over) in your group (children 15 and under are free.)

To apply for an academic fee waiver, Title 36, Code of Federal Regulations, section 71.13(d) requires that you provide the following documentation at least two weeks prior to your visit. Failure to do so may require charging the entrance fee for the group.

Please provide us with complete information on the application. A full explanation of the activity and purpose of the visit and how they relate to Saguaro National Park are required. (Space provided on the application.)

In addition you must provide the following separate documents:

1) Confirmation of Academic Institution Status (choose one).

Note: #2 works for the majority of curriculum-based field trips.

-- #1 - Statement confirming educational and academic tax exemption, issued by the IRS or the applicant's national, state or local tax authority, or

-- #2 - Statement from a *bona fide* academic institution confirming that the group is visiting for the purpose of providing transferable academic credit based on a curriculum, or

-- #3 - Statement of accreditation, or recognition as an academic institution, from a qualified national, regional, state, or local authority for the applicant's location.

2) Copy of Course Curriculum.

Applications are due two weeks prior to your trip. Please fill out the form electronically, save it to your computer, then e-mail it as an attachment (or print a hard copy, fill it out, then scan and send) to nps_sagu_fees@nps.gov. If you're unable e-mail the form, you can mail it to Saguaro National Park, 3693 S. Old Spanish Trail, Tucson, AZ 85710 or Fax it to (520) 733-5195.

Call (520) 733-5121 for more information.

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Application for Academic Waiver of Entrance Fees

Date of Visit: _____ Time of Visit: Arrive _____ Depart _____

Visiting (check as applicable) East Park _____ West Park _____ Picnic After? Yes _____ No _____

(Note: Picnicking not allowed at Visitor Centers, use established picnic sites)

Name of School or Sponsoring Academic Institution: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Group Leader Name: _____ Number in Group: _____

Phone #: _____ Email: _____

Grade Level: _____ Field Trip Title: _____

Description of Class Study or Activity (What will you do at the park?):

Educational Purpose of Visit (Why are you using Saguaro National Park for this activity?):

Is this visit part of an accredited curriculum with transferable academic credit? Yes _____ No _____

Attachments required (see instructions):

- _____ 1) Confirmation of Academic Institution Status
- _____ 2) Copy of Course Curriculum
(Saguaro N.P. provides this for park-sponsored field trips only)

I hereby certify that the above detailed trip meets the requirements as set forth in the instructions provided, and that required documentation is attached. Lack of or insufficiently prepared documentation may result in denial of the requested waiver.

Name of Applicant _____ Date _____

The following will be completed by a park official:

Approved _____ Disapproved _____ Park Official _____

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