



ALAMO COLLEGES DISTRICT  
**San Antonio College**

Scobee Education Center

## Scobee Planetarium Program Registration Form

School Name: \_\_\_\_\_

ISD: \_\_\_\_\_

Attending **Teacher 1**: \_\_\_\_\_

Grade Level(s): \_\_\_\_\_ Teacher 1 Phone: \_\_\_\_\_

Teacher 1 e-mail: \_\_\_\_\_

Attending **Teacher 2**: \_\_\_\_\_

Grade Level(s): \_\_\_\_\_ Teacher 2 Phone: \_\_\_\_\_

Teacher 2 e-mail: \_\_\_\_\_

Total Number of Students: \_\_\_\_\_ Number of Teachers: \_\_\_\_\_

Anticipated Number of Parent Chaperones: \_\_\_\_\_

Person to whom the Invoice/Fees for the missions/planetarium programs are to be addressed:

Name	e-mail Address
School/Organization Address: _____	
Mailing Address	
City,	State
zip code	Organization Main Phone Number

Teachers, Please send your registration form(s) to the Scobee Education Center registration e-mail to be included on the calendar: [sac-ScobeeCtr@alamo.edu](mailto:sac-ScobeeCtr@alamo.edu)

**Planetarium program date request.**

**Please, recognize that a request is not equivalent to a registration, not all dates and times may be available at the time of the request.**

1st Choice Date: \_\_\_\_\_ 9:30 am\_\_\_ 11:00am \_\_\_ 1:00 pm\_\_\_ 2:30pm \_\_\_

2nd Choice Date: \_\_\_\_\_ 9:30 am\_\_\_ 11:00am \_\_\_ 1:00 pm\_\_\_ 2:30pm \_\_\_

3rd Choice Date: \_\_\_\_\_ 9:30 am\_\_\_ 11:00am \_\_\_ 1:00 pm\_\_\_ 2:30pm \_\_\_

## Ticketing

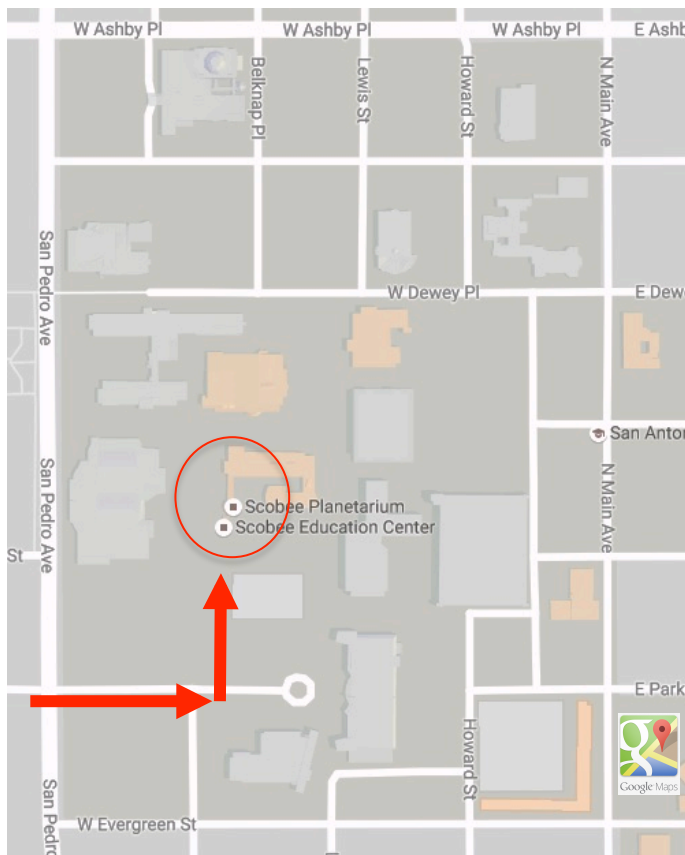
Individual ticket prices are \$4/student and \$5/adult. A group rate may be applied at \$100/32 students + 3 teachers with individual seats purchased beyond the group. The planetarium presentations are grade level specific and do not require a training session prior to attendance. **Planetarium programs are 30-45 minutes in length.**

**Special Needs:** While the Scobee Education Center is ADA compliant, if members of your group require special assistance, the school is expected to provide the accommodations identified in the individual education plan for the student or employee. Please, contact our center in advance of your visit for specific accommodations.

**Payment:** If your organization requires an invoice for an organization, school, or ISD payment you will receive a quote for processing through the Alamo Colleges District accounts payable office. We will require a copy of the **W-9 form** for invoicing the ACCD. The Scobee Education Center may accept credit card transactions, cash or check transactions.

**Cancellation/No Show:** Cancellations must be received in writing through email or USPS mailing no less than two weeks prior to the scheduled visit. ***Cancellations within this two-week period will forfeit 20% of the collected costs. Once the P.O. or check is cut for a program, there is no refund for participants absent on the day of the event.***

**Lunches are not provided by the Scobee Education Center.** Groups may conduct lunches on the terrace picnic tables, unless inclement weather requires an alternative location. Areas are provided on a first come first served basis. Please, plan accordingly for inclement weather.



## **Directions:**

- Turn east on W. Park Ave. from San Pedro Ave.
- Turn left into San Antonio College, Lot 21. You will see the large blue Cheever Star Tower at the corner of our building.
- Angled bus parking is located in front of the Nail Tech Building closest to the center.

Please, plan to arrive no less than 15 minutes prior to the start of your program.

Parents or staff driving *private vehicles*, must park in student lots. Lot 21 and Lot 29 are closest to the center. There is a free parking garage located off of N. Main Ave. Parking in reserved faculty or staff lots or spaces may result in a parking ticket.