



February 2008

Dear Educators:

We are excited to announce the return of some of our most popular programs as well as announcing new ones. Over the past eleven years Universal Studios Hollywood has been committed to developing Educational & Recreational Programs that provide teachers with the tools they need to give their students a unique field trip that allows them to engage in full-sensory learning experiences.

As a direct response to many of your requests we are proud to announce the return of our **Assembly Programs, featuring Homeboy Goes to Harvard and Anne Frank: Through the Eyes of a Friend**. Also returning this year is the **WaterWorld Technical Tour and the Lights, Camera, Music Performance program**.

Making it's debut is the **Student Backlot Tour**, a special behind the scenes tour designed to give students an up close look at a working movie studio including a visit to the world famous Prop Warehouse.

Universal Studios Hollywood is The Entertainment Capital of L.A. so what better way to showcase this top industry than with a Partnership with **WICKED. Wicked Wednesdays: Behind the Emerald Curtain** is a great assembly premiering this year. This dynamic new program provides students a first hand look at creating a live show from pre to post production.

Our programs are the perfect incentives to inspire your students to strive for higher test scores, achieve perfect attendance goals, investigate new career paths and maintain an over all interest in school.

Your partnership is important to us and we believe that by offering unique programs that support school curriculum, together we can meet the ultimate goal...keeping our youth interested in learning.

I ask that you take a few moments to review the enclosed brochure and learn more about what we have to offer you and your students.

Sincerely,

Kelly Molden
Senior Sales Manager
Educational & Recreational Programs
(818) 622-3001





SCHOOL GROUP POLICIES & PROCEDURES

Send Correspondence Only to:

Educational and Recreational Program
Universal Studios Hollywood
Attn: Group Sales Department
100 Universal City Plaza, Bldg. 5511-5
Universal City, CA 91608

Send Payments ONLY to:

Universal Studios Hollywood
File# 56401
Los Angeles, CA 90074-6401

Be sure to include reservation confirmation numbers on payment.

CONSENT FOR MEDICAL RELEASE

Please be advised that the Consent for Medical Release forms are required for admission and must be turned into First Aid upon arrival. This is to ensure prompt medical attention for minors up to 18 years old in case there is an emergency.

CHAPERONES

We require one chaperone per 10 paid students. Additional chaperones are welcome and will be charged the appropriate rate for the particular program that they are attending. If the number of chaperones exceeds the number of students, a higher rate will be charged to chaperones. Chaperones should observe their groups at all times to ensure their safety. We suggest that large groups divide into smaller groups to facilitate getting around the Park easier.

ACCEPTABLE FORMS OF PAYMENT

- School/organization check (**reservation number must be written** on all school/organization checks; personal checks not accepted).
- Credit card transactions must be accompanied by authorization approval on official school letterhead.
- Purchase Orders and payment vouchers must include reservation number and be authorized by Universal Studios Hollywood 30 days prior to arrival date. Purchase order must include a secondary contact name within your accounting department. For authorization, please fax PO to (818) 622-0305. **All POs must include billing address.**
- **Unauthorized purchase orders will not be accepted at group window upon arrival.**

REFUNDS

If you pay in advance or have a pre-written check for more than the admission amount, Universal Studios Hollywood Accounting Department will mail a refund check to the original issuer. Refunds may take 5–6 weeks. No cash refunds will be given on the day of your tour.

CANCELLATION POLICY

Groups must cancel one week prior to trip date. Please call at least one week in advance to increase or decrease group size.

GENERAL PARK INFORMATION

For operating hours, directions and general Park information, go to www.UniversalStudiosHollywood.com or call 1-800-UNIVERSAL.

METRO

Transportation to Universal Studios Hollywood is available on the MTA Red Line, with complimentary shuttle service from the Universal Metro Station to the Park.



STUDENT COMBO MEAL TICKET

Save time and money by pre-purchasing a Student Combo Meal Ticket for only \$14.99 (plus tax \$16.24).

Student Combo Meal Ticket may be redeemed for an entree, a dessert and a fountain drink in a collectible sipper cup (excludes SpongeBob and Simpsons models) at one of the following locations: Hollywood Grill, Jurassic Cafe, Mel's Diner, Louie's Pizza, Doc Brown's Chicken and Cyber Grill (seasonal).

Student Combo Meal Ticket Order Form Fax to (818) 622-0305

Student Combo Meal Tickets are not available upon arrival. Must be pre-purchased. Non-refundable.
Please note: Student Combo Meal Tickets cannot be paid for using a purchase order.

Must Receive Student Combo Meal Tickets by:

Contact:	School:	
Address:		
City:	State:	ZIP:
Phone:	Fax:	

Number of Student Combo Meal Tickets: x \$16.24 = Total Order Amount: \$

Make organizational/company check payable to: Universal Studios Hollywood

Please be sure to include reservation/confirmation number on payment.

Mail to: Universal Studios Hollywood, File# 56401, Los Angeles, CA 90074-6401

Payment Type:

Discover Visa MasterCard American Express Check (please, no personal checks) Money Order

Credit Card Number:	Expiration Date:	
Name as it appears on Credit Card (please print):		
Cardholder Signature:		
Cardholder's Billing Address:		
City:	State:	ZIP:

Please allow 7-10 working days to process your ticket order. Student Combo Meal Tickets expire January 4, 2009 and are **non-refundable**.

Retail value up to \$19.00. May be used as legal tender toward the purchase of food and beverage at Universal Studios Hollywood. Not valid for alcoholic beverages. No substitutions. Student Combo Meal Tickets expire 01/04/09. Valid only at Universal Studios Hollywood. Facility availability, operating hours, meals and restaurants subject to change without notice. Universal Studios Hollywood does not allow any outside food or coolers inside the park. Food storage is not available. Student Combo Meal Tickets are not available upon arrival. Must be pre-purchased. Non-refundable. Student Combo Meal Tickets cannot be paid for using a purchase order. Allow 7-10 working days to process your request. Please call (800) 959-9688 x2 for more information.



MEDICAL RELEASE COVER SHEET (one per group)

Important: Please attach this sheet to your students' medical release forms prior to submitting to Universal Studios Hollywood first aid.

School:

School phone number:

Name of contact during Universal field trip:

Cellular phone number for above contact:

Alternate on-site contact:

Alternate's cellular phone number:

Thank you for participating in Universal Studio Hollywood's Educational and Recreational programs.
Enjoy your visit.

First aid locations:

1. Upper lot next to Hollywood Animal Actors (see map)
2. Lower lot in the Jurassic Park Visitor Center (see map)

For Universal Studios first aid use only:

In the event that the school on-site contact or school is unavailable please contact the following:
Sales Department: Educational and Recreational Department (800) 959-9688 ext. 2-3001 or ext. 2-5412



UNIVERSAL CONSENT FOR MEDICAL TREATMENT (one per student)

Please note: Consent for medical treatment is required for admission. Please submit to First Aid upon arrival.

(Please print)

Arrival Date:

Parent's Name:

Student's Name:

Address:

City:

State:

ZIP:

Phone:

Cellular phone:

Pager:

Name of health insurance carrier:

Group #:

Agreement #:

Family physician:

Phone:

Pediatrician:

Phone:

Student's allergies to the following medication(s):

Student's allergies, if any:

Date of student's last Tetanus booster:

Medications student is taking:

AS THE PARENT, AGENCY REPRESENTATIVE OR LEGAL GUARDIAN, I HEREBY GIVE CONSENT TO UNIVERSAL STUDIOS HOLLYWOOD AND THEIR MEDICAL REPRESENTATIVE (RN/LVN/EMT) _____ TO PROVIDE ALL FIRST AID, EMERGENCY DENTAL OR MEDICAL CARE RECEIVED BY A DULY LICENSED PHYSICIAN (M.D.), OSTEOPATH (D.O.), OR DENTIST (D.D.S.) FOR _____ . THIS CARE MAY BE GIVEN UNDER WHATEVER CONDITIONS NECESSARY TO PRESERVE THE LIFE, LIMB OR WELL BEING OF MY DEPENDENT.

(Name of Facility/School)

(Student's Name)

We/I have read this form and certify that we/I understand its content and acknowledge consent for medical treatment.

Signature:

Date:

(Father, Mother or Legal Guardian)

In case of emergency we/I may be reached at _____

OR _____



EDUCATIONAL & RECREATIONAL PROGRAMS RESERVATION FORM

Fax (818) 622-0305

School Name:

Address:

City:

State:

ZIP:

Phone:

Fax:

Contact Name:

E-mail:

Alternate Contact Name:

E-mail:

Please fill out one form per booking

For additional reservations, please copy this form or call (800) 959-9688 ext. 2 for extra forms

One complimentary adult chaperone per 10 paid students (excludes Backlot Student Tour)

Please note: Reservation is not confirmed until an official Universal Studios Hollywood booking confirmation sheet is received

Date of Arrival:

Please check program selection:

- Self-Facilitated Lesson Plans:** January - December 2008 (excludes Thanksgiving and Christmas Day)
of Students _____ @ \$39.00 # of Adult Comps _____ # of Extra Adults _____ @ \$46.00
- Recreation Day:** January - December 2008 (excludes Thanksgiving and Christmas Day)
of Students _____ @ \$39.00 # of Adult Comps _____ # of Extra Adults _____ @ \$46.00
- Assemblies:**
 - Homeboy Goes to Harvard: March 4 and 5, 2008
 March 4 March 5
of Students _____ @ \$49.00 # of Adult Comps _____ # of Extra Adults _____ @ \$49.00
 - Anne Frank: Through the Eyes of a Friend: March 11 and 12, 2008
 March 11 March 12
of Students _____ @ \$49.00 # of Adult Comps _____ # of Extra Adults _____ @ \$49.00
 - Wicked Wednesdays: Selected Wednesdays: May 21 and 28 & June 2 and 9, 2008
 May 21 May 28 June 2 June 9
of Students _____ @ \$64.00 # of Adult Comps _____ # of Extra Adults _____ @ \$64.00
Private dates can be booked for groups of 300 or more.
- Technical Tour:**
 - WaterWorld Technical Tour: January - December 2008 (excludes July and August; black-out dates may apply)
of Students _____ @ \$55.00 # of Adult Comps _____ # of Extra Adults _____ @ \$55.00
(Maximum of 50 guests)
 - Student Backlot Tour: January - December 2008 (excludes July and August; black-out dates may apply)
of Students _____ @ \$99.00 # of Extra Adults _____ @ \$99.00
(Minimum of 15 guests)
- Performance Program:**
 - Lights, Camera, Music: January - December 2008 (excludes July and August; black-out dates may apply)
of Students _____ @ \$49.00 # of Adult Comps _____ # of Extra Adults _____ @ \$49.00
Prior approval by Universal Studios Hollywood required. To request application form check box below.

Please mail me the lesson plans

Please e-mail me a Performance Program Application Form

I will download the lesson plans from the website

Please fax me a Performance Program Application Form

Prices subject to change. Location and times subject to change based on actual studio production schedule and other factors.
Annual Passes are not valid for admission to any programs.

Please see back for payment methods.



EDUCATIONAL & RECREATIONAL PROGRAMS RESERVATION FORM

Fax (818) 622-0305

Method of Payment: Please see available forms of payment

- Purchase Order (Purchase orders cannot be processed without a contact name and phone number from your school's Accounting Department. Purchase order approval is required 30 days prior to day of arrival and must have accurate billing address listed.) Fax PO to (818) 622-0305.
- School/Organizational Check (Please see address below. Personal checks are not accepted.)
- Pay Upon Arrival with school check, credit card or cash. No personal checks. (Available at the Group Ticket Window located at the Front Entrance)
- Credit Card:
 - Visa Mastercard AMEX Discover

Credit Card Number:	Expiration Date:	
Name as it appears on Credit Card (please print):		
Cardholder Signature:		
Cardholder's Billing Address:		
City:	State:	ZIP:

Make checks payable to: Universal Studios Hollywood
Send payments **ONLY** to: Universal Studios Hollywood, File# 56401, Los Angeles, CA 90074-6401
(Please include reservation # on payments)
Call (800) 959-9688 ext. 2 Fax: (818) 622-0305
www.universalstudios.com/education/ E-mail: educational.programs@nbcuni.com

- Please check here to have tickets mailed. Payment must be received a minimum of 15 business days in advance of visit.

Advanced Reservations Required — presentation of this form at the Universal Studios Hollywood Front Gate does not qualify for these rates.

A confirmation notice and trip procedures will be faxed to you. Note: Once payment is received please allow 15 working days to receive your tickets by mail. Call (800) 959-9688 ext. 2 to reschedule or cancel your reservations at least 1 week in advance. Closed Thanksgiving and Christmas.