To submit a School Visit Request, you can either:

1. Go to www.getty.edu/education to fill out and submit the form online
   OR
2. Fill out and mail this request form. Make a copy of the completed request form for your records. Mail your completed form to:

   School Visits
   The J. Paul Getty Museum
   Education Department
   1200 Getty Center Drive, Suite 1000
   Los Angeles, CA 90049-1687

Please read carefully, print neatly, and fill out the request form completely. Incomplete request forms will be returned to the sender to be completed and resubmitted for processing.

* Requests for Guided and Self-Guided Visits (with or without an Architecture & Garden Tour) will be booked on a first-come, first-served basis beginning **June 1, 2009**.

* A visit cannot be rescheduled after it is confirmed. The date, time, duration, or lesson topic cannot be changed for any reason.

Primary contact for visit (must be a teacher who will be accompanying students during the visit):

First name______________________ Last name__________________________
Name of field trip coordinator (if different from teacher)________________________
School name________________________________________________________________
Name of school principal or administrator____________________________________
School address 1___________________________________________________

School address 2___________________________________________________

City________________________________________ State_________ Zip_________

School phone____________________________________ Ext._____________

School fax________________________________________________________

Type of school:
  □ Elementary  □ Middle  □ High  □ Private  □ Home

School District:  □ LAUSD  □ Other

Grade___________________________________________________________

Are you a current or former participant in the Getty’s One-Year Professional
Development Program, Art & Language Arts?  □ Yes  □ No

Home address (optional)

City________________________________________ State_________ Zip_________

Home phone____________________ Cell phone_______________________

e-mail__________________________________________________________
Where would you prefer to receive your confirmation letter? (If you are scheduled for a Guided Visit, this is also the place at which you will receive previsit materials and a telephone call from a Gallery Teacher to coordinate plans one week in advance of your visit.)  

- [ ] Home  
- [ ] School

Subject(s) currently taught:

- [ ] All (elementary)  
- [ ] Math  
- [ ] Art/Art History  
- [ ] Foreign Language  
- [ ] Language Arts  
- [ ] Performing Arts (music, dance, drama)  
- [ ] History/Social Science  
- [ ] Science  
- [ ] Other ________________________________

Do you already have a Getty previsit DVD (“What's Up at the Getty?” for grades 1–5; or “First Impressions” for grades 6–12)?  

- [ ] Yes  
- [ ] No

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**Blackout Dates**

School Visits ARE NOT OFFERED on the following dates:

- Mondays (Museum closed to the public)  
- July 3, 2009  
- November 24–27, 2009  
- December 18–31, 2009  
- January 1, 2010  
- July 2, 2010

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**Your Preferred Dates**

List your top five preferred dates for a Guided or Self-Guided Visit from July 1, 2009, to August 31, 2010 (note blackout dates listed above). Only list dates that you know will work for your group, as visits cannot be rescheduled or changed for any reason.

<table>
<thead>
<tr>
<th>Day of Week</th>
<th>Month</th>
<th>Date</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

(The Getty Center is closed on Mondays.)
Would you prefer a Guided Visit or a Self-Guided Visit? (check one)

☐ Guided Visit  ☐ Self-Guided Visit

If we cannot accommodate your Guided Visit request, do you want a Self-Guided Visit?

☐ Yes (Remember to fill out the entire request form, both the Guided and Self-Guided Visit sections.)

☐ No

**Self-Guided Visits and Student Architecture & Garden Visits**

Rank the following Self-Guided Visit or arrival times in order of preference from 1 (first choice) to 3. Do not rank an arrival time unless you are able to come at that time. Picnic times are preassigned and correspond to your arrival time.

Student Architecture & Garden Tours can only be requested for Self-Guided groups arriving at 9:00 A.M. or 11:00 A.M. If you would like to request a Student Architecture & Garden Tour, please indicate your preference below.

<table>
<thead>
<tr>
<th>Arrival Time</th>
<th>Student Architecture &amp; Garden Tour Time</th>
<th>Self-Guide Time</th>
<th>Picnic Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 A.M.</td>
<td>10:00–10:40 A.M.</td>
<td>10:45–11:30 A.M.</td>
<td>11:45 A.M.–12:15 P.M.</td>
</tr>
<tr>
<td>9:30 A.M.</td>
<td>N/A</td>
<td>10:15 A.M.–Noon</td>
<td>12:15–12:45 P.M.</td>
</tr>
<tr>
<td>10:00 A.M.</td>
<td>N/A</td>
<td>10:45 A.M.–12:30 P.M.</td>
<td>12:45–1:15 P.M.</td>
</tr>
<tr>
<td>10:30 A.M.</td>
<td>N/A</td>
<td>11:30 A.M.–1:00 P.M.</td>
<td>10:45–11:15 A.M.</td>
</tr>
<tr>
<td>11:00 A.M.</td>
<td>Noon–12:40 P.M.</td>
<td>12:45–2:00 P.M.</td>
<td>11:15–11:45 A.M.</td>
</tr>
<tr>
<td>11:00 A.M.</td>
<td>N/A</td>
<td>Noon–1:15 P.M.</td>
<td>11:15–11:45 A.M.</td>
</tr>
</tbody>
</table>
Arriving by bus? ☐ Yes ☐ No How many buses?_______________
Arriving by car? ☐ Yes ☐ No How many cars?________________

Number of students for Self-Guided Visit (maximum 120):_______________

Grade level(s):_________________________________________________________________________

Number of chaperones (one chaperone required for every fifteen students):
____________________________________________________________________________________

Number of students for Student Architecture & Garden Tour (maximum 60):
____________________________________________________________________________________

Grade level(s):_________________________________________________________________________

Would you like to request GettyGuide audio players?
☐ Yes ☐ No How many?_______________

Teacher Orientation Workshops

Teacher Orientation Workshops are designed for teachers and chaperones who are planning to lead students independently through the Museum for the first time.

Please note: Returning teachers scheduled for a Self-Guided Visit do not need to attend a Teacher Orientation Workshop.

Workshops for the 2009–2010 school year will be held on the following dates from 10:00 a.m.–12:30 p.m.

Saturday, September 26, 2009
Saturday, January 9, 2010
Saturday, May 29, 2010

Number of people who plan to attend:__________

Number of cars:__________

For questions about Teacher Orientation Workshops, to reschedule your workshop date, or to change the number of attendees, call our Visitor Services Department at (310) 440-7300 and speak with a School Group Associate.
Guided Visits

Preferred lesson topic (see chart below)
Only one lesson topic per group (120 students) can be accommodated.

Choose one lesson topic by checking a box below.

<table>
<thead>
<tr>
<th>Lesson Topic</th>
<th>GRADE LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>K–2</td>
</tr>
<tr>
<td>Nature in Art</td>
<td>•</td>
</tr>
<tr>
<td>Artists as Storytellers</td>
<td>•</td>
</tr>
<tr>
<td>Body Language</td>
<td>•</td>
</tr>
<tr>
<td>Mythology in European Art</td>
<td>•</td>
</tr>
<tr>
<td>Connecting History and Art</td>
<td></td>
</tr>
<tr>
<td>Exploring Art through Writing</td>
<td></td>
</tr>
</tbody>
</table>

Rank the following Guided Visit arrival times in order of preference from 1 (first choice) to 2. Do not rank an arrival time unless you are able to come at that time. Picnic times are preassigned and correspond to your arrival time.

<table>
<thead>
<tr>
<th>Arrival Time</th>
<th>Lesson Time</th>
<th>Picnic Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 A.M.</td>
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<td>11:30 A.M.–12:45 P.M.</td>
<td>10:45–11:15 A.M.</td>
</tr>
</tbody>
</table>

Number of students (maximum 120):______________________________________________

Grade level(s):________________________________________________________________

Number of chaperones (one chaperone required for every fifteen students):___________