



MISSION BRIEFING KIT

This kit is intended for the summer overnight youth camper. If you are attending with a group, please view the group guide for more information.



Welcome to SPACE CAMP®, and AVIATION CHALLENGE®

Our primary goal is to provide a memorable adventure in a safe and stimulating environment. You know our programs promote the excitement of astronaut and jet fighter pilot training, but you may not know the following benefits are also part of the experience and remain with students long after the camp session is over:

- *Independence*
- *Positive self image*
- *New perspectives*
- *Teamwork*
- *Problem solving*
- *Positive adult role models*
- *Responsibility*
- *Self confidence*
- *Acceptance*
- *Decision making*
- *Respect for rules and safety*

SPACE CAMP, and AVIATION CHALLENGE accommodates students from a multitude of ethnic, religious, social, economic and educational backgrounds.

Participants will make new friends and learn about each other. Teams for the youth programs are grouped according to grade and age.

We are happy to address any special needs you may have; please notify us prior to your arrival.

Please take a few moments to review the information in this booklet. It provides answers to many commonly asked questions and offers helpful information to ensure participants are well prepared for a fun and rewarding camp experience.

www.spacecamp.com





3, 2, 1 COUNTDOWN TO CAMP

Use the convenient checklist on this page to ensure you are ready for camp.

Required Forms (Forms are available online)

You must complete all forms and return them four (4) weeks prior to your camp session date. Make sure you keep a copy of each completed form for your files before returning the originals.

Health Form (only programs offering SCUBA require a medical physician or nurse)

Safety Form

Complete and return this form.

Date Returned: _____

Transportation/Photo/Video/Film Release

Complete even if you are driving to camp.

Date Returned: _____

Optional Purchases Order Form

Complete and return this form with payment for any options you did not order when you registered.

Date Returned: _____

Underwater Astronaut Trainer (UAT) Release & Medical Form

Attendees participating in programs listed below must complete the online Underwater Astronaut Trainer Release & Medical Form:

- Advanced SPACE ACADEMY® Pilot SCUBA Track
- Advanced SPACE ACADEMY® Mission Specialist Track
- Advanced SPACE ACADEMY® for Adults†
- Advanced SPACE ACADEMY for Educators†

This form **must** be completed and returned. **A physician's signature is mandatory.** If forms are not received at least two weeks prior to attendance participant **will not** be permitted to dive.

Date Returned: _____

†All Adult and Educator program participants will SCUBA dive.

NOTE: Pilot track participants complete the standard health form as they do not SCUBA Dive.

Here's What to Pack

Label everything with camper's first (given) & last (family/sur) name! We recommend packing items in a rolling suitcase or rolling duffle bag that is easy for the camper to manage. Bed sheets/blanket, pillow/pillowcase are provided.

- Towels and washcloths (Sheets and pillowcase are provided.)
- Prescription medications (will be collected and dispensed by the nursing staff for all programs, excluding Astrotrek, Pathfinder and Adult Programs.)
- Travelers checks in \$10 and \$20 denominations or money on spending account.
- Calling card (any prepaid phone card is welcome)
- Spending money for vending machines — \$1.00 denominations.
- Combination padlock
- Toothbrush/toothpaste
- Bath soap (travel size)
- Deodorant
- Shampoo
- Hair brush/comb
- Sleepwear
- Casual clothes (6 - 8 days)
- Sunscreen (minimum 30 SPF)
- Swimsuit (one-piece conservative) for sessions held May through September. **A swimsuit is not required for P/C Space Camp or Adult Space Academy weekend programs.***
- 2 Beach towels for water activities
- Climate appropriate outerwear(jacket/rain poncho)
- Socks and athletic shoes
- Pair of old tennis shoes and long pants for AVIATION CHALLENGE Escape & Evasion Activity
- Zip lock bags for soiled clothing

*Water activities are generally offered late May through September weather permitting. It is best to pack one in any event.

Please DO NOT bring cellular phones*, pagers, portable music players, hand-held computer games, skateboards, roller blades, or other expensive items.

***We ask that parents NOT pack cell phones and other electronic devices. Cell phones that are visible and used during camp activities or times other than appropriate call times (wake up / lights out) may be confiscated. Anyone bringing a cell phone must understand this policy and keep cell phones locked in their rooms during other activities.**



NOTE: INDIVIDUAL CAMPER POLICY (Group participants please refer to the Group Leader's Guide

Refund/Cancellation Policy

In the event you must cancel your reservation, you will receive a refund as defined below:

1. Cancellation notice must be submitted in writing/email.
2. Refund will be issued in the same manner payment was made.
3. 90% of tuition paid will be refunded if written notice is received no later than eight weeks prior to session start date. (*Individual bookings only*)
4. Cancellations received less than eight weeks prior to session start date forfeit full tuition.
5. Cancellation requests due to illness or accident prior to the camp session start date require a physician's written verification. Upon receipt of verification, we will issue a full refund.
6. Trainees who leave during a session due to homesickness, or illness, etc. **WILL NOT** receive a refund.
7. Registration fee is non-refundable.

We reserve the right to cancel a session date if participation numbers are not adequate. You may select an alternate session date, or you may request a full refund of tuition paid. Cancellation of sessions will occur a minimum of four weeks prior to session. Please make your travel arrangements accordingly. Cancellation & Refund Fax: (256) 890-3369.

Transfer Requests

All session transfer requests must be received no later than two weeks prior to scheduled session start date. You may request one session transfer at no charge; each additional transfer will cost \$25. If you change your scheduled date to a date with a higher tuition, you will be required to pay the difference at the time of the transfer.

Air Travel

For Unaccompanied Minor Program, most airlines request the name of Space Camp Representative. For assistance regarding transportation information, Please call 1-800-637-7223, Ext # 7150 or 256-721-7150

Monday-Friday

8:00 a.m. – 5:00 p.m. Central Time

Scheduling Departure Flight After Graduation from Camp:

Book your departure from camp after 2 p.m. Do not make your airline reservations until you have a confirmed session date.

DELTA AIR LINES:

THE SIMPLE, AFFORDABLE, CONVENIENT WAY TO FLY

Delta Air Lines is the Official Airline for the U.S. Space & Rocket Center®. Delta offers a discount for coach fares (excluding fares booked in K, L, UT, I, A, D) and 10% discount for first class fares. Please call 1-800-328-1111 and use **code NM64M** to immediately obtain the discounted reservations and realize the following additional benefits:

- 1,000 SkyMile bonus points
- No service fees
- Check-in online within 24 hours prior to departure

ADTRAV: You can speak with a member of our designated travel agency, ADTRAV, by calling 1-800-867-1428. They will be happy to assist you with your travel arrangements. There is a charge for their service.

IMPORTANT: All airlines have different guidelines and policies regarding Unaccompanied Minor (UM) service. Fees and age requirements vary by airline and are subject to change without notice. Please contact your airline directly for further information. Your travel agency cannot make a UM reservation for you; however, they can notify the airline that you will be requesting this service. UM fees are your responsibility and are payable to the airline at the ticket counter. **If your child is not flying as a UM or is flying without airline assistance, instruct him or her to remain at the gate in Huntsville and look for a uniformed Space Camp employee.**

Early Arrival and/or Late Departure

(*Not available for Adult, Parent/Child or 3-Day Programs*)

If travel schedule requires arrival the day prior to, or departure the day after graduation, a planned and supervised program, including all meals and lodging, is available for an additional \$79 per day; plus a \$25.00 transportation fee if arriving at the airport.

Arrivals should be scheduled no earlier than 2 p.m. the day prior to session start date. Departures should be scheduled no later than noon the day after graduation. A reservation is required. If you did not request this when you registered, please order the option(s) you need on the Optional Purchases Order Form enclosed with this package or located on our website.

Attending with a Friend

Roommate/Teammate requests not made when you registered must be made no later than two weeks prior to camp session start date. If several friends are attending together, ***we can guarantee only one*** teammate request. ***Teammates must be in the same track to ensure being on the same team.***

Special Dietary Requests

We try to accommodate trainees with health-related dietary restrictions and request a two-week advance notification. If the dietary requirements exceed our capabilities, trainees may bring their own food and/or pay the additional cost of meeting those needs. Do not send food to camp with the trainee unless it is to accommodate health-related dietary needs. We do require a two-week advance notice if the trainee will be bringing food for health reasons.

To notify our dietary staff or to discuss any health-related dietary restrictions, please contact the Food Service Department at (256) 721-7139, or email us at: specialdiets@spacecamp.com.



Medical Information

1. Camp participants cannot start program activities without a completed Health Form (**Programs offering SCUBA require physician or Nurse practitioner signature**) on file signed by parent.
2. Any medical problems of which we need to be aware of must be noted.
3. **Prior to submitting the online Health Form, please print a copy and hand-carry one to camp.**
4. Our nurses are available to discuss any concerns prior to camp. Call the Nurses Station at (256) 721-7162.

Medical staff is on site 24 hours daily for all weeklong youth programs. All medications for weeklong campers (prescription, over-the-counter, vitamins, herbal) are collected during registration and dispensed as directed, by you or the prescribing physician. They must be in their **original containers** with labels and instructions in English. Trainees requiring injections must provide medications; syringes; and legible, signed instructions from your physician.

Our Nurses Station carries numerous over-the-counter medications, so it is not necessary for trainees to bring these. ***Trainees are not permitted to keep any medications with them.***

SPACE CAMP, AVIATION CHALLENGE, AND X-CAMP are learning environments with a structured curriculum. Trainees should continue taking any medication that affects behavior or learning ability.

5. Should your child require medical attention, you may ask us not to use or disclose any part of your protected health information for the purposes of treatment or healthcare operations. You may also request that any part of your protected health information not be disclosed to family members or friends who may be involved. Your request must state the specific restrictions requested and to whom you want the restrictions to apply.

Medical-related questions may be directed to our Nursing Staff at (256) 721-7162.

Special Needs Accommodations

Every effort is made to accommodate individuals with special needs, including those who are hearing or visually impaired, those with special dietary requirements or individuals in wheelchairs.

To learn more about our capabilities, please call our medical staff at (256) 721-7162 (email: nurses@spacecamp.com); or our dietary staff at (256) 721-7139. We require advance notice on our health form if trainee is a special-needs attendee.

Spending Money

We strongly recommend all trainees attending youth programs bring spending money in the form of Traveler Checks, in denominations of \$10.00 and \$20.00, prepaid gift cards or money placed on the trainee's account. Gift Certificates for use in our Gift Shops are also available and may be purchased in advance or at the time of registration.

SPACE CAMP, AVIATION CHALLENGE, AND X-CAMP assume no liability for lost cash or other items.

Sending Mail

If you wish to send mail to your child, we recommend you send it the week prior to your child's camp session. Make sure the address includes the program your child is attending and the week number. We cannot accept faxes. Please do not send perishable items!

Visiting the Trainee

We understand that you will miss your child while he or she is attending our program. However, we discourage visits while camp is in session so your child may have a true "away-from-home" experience. We do encourage parents to attend graduation ceremonies, and will make special arrangements for visitation as necessary.

Phone Calls

Trainees cannot receive personal phone calls or e-mails unless it is an emergency. Schedule permitting, your child will have the opportunity to call home during the day until 10:00 p.m. CST via collect call, pay phone or calling card. Calls after 10 p.m. are discouraged. You may not hear from your child every day.

Make sure he/she has phone numbers where family members can be reached at all times. Also make sure he/she knows how to call collect or use a calling card. (Calling Cards are available for purchase in our Gift Shops.)

Our facility is TDD/TTY accessible for the hearing impaired.

Conquering Homesickness

The key to dealing with homesickness is to prepare the child in advance. Some suggestions:

1. Ask a close friend or relative to register for the same camp session your child is attending.
2. Have your child spend the night with friends or relatives.
3. Discuss what camp will be like before your child leaves home and discuss any concerns.
4. **DO NOT** tell children that you will rescue them if they do not like camp.
5. Assure your child of your love.
6. Send along a favorite stuffed animal.
7. Do not go into great detail about what the trainee may be missing at home.

If, despite all efforts, your child does become homesick:

1. Acknowledge your child's feelings.
2. Reassure your child of your love.
3. Reassure your child that camp is an opportunity for children to grow, mature and gain independence.
4. Do not mention how much you miss your child.

We have few homesick trainees, but we have homesick parents by the dozens.

Accommodations

SPACE CAMP trainees are housed in the Space Habitat, a futuristic space station mock-up, in individual rooms of up to seven persons or bays of 20-40 beds. The Habitat complex accommodates 800 people at full capacity, so a certain amount of noise is to be expected. Counselors are housed in separate rooms within the Habitat. The Aviation Challenge Hangar houses up to 300 trainees in military-style bays. Counselors are housed with adjacent rooms in each bay. Bed sheets, blanket, pillow and pillowcase are provided. Towels/washcloths are not provided. Bring a beach towel for water activities. Each trainee will have an assigned locker. Please bring your own lock. Restrooms are located throughout the complex with access to sinks, private shower stalls and private toilets.

Transportation

Transportation for off-site activities included in program curriculum is provided by U.S. Space & Rocket Center vehicles.

Graduation

There is no charge for trainee's family to attend the graduation ceremony. U.S. Space & Rocket Center staff will be available to direct you to the ceremony location. Family members attending graduation will receive complimentary admission to the U.S. Space & Rocket Center. IMAX® movie admission is \$5.00 per person, per movie. Upon arrival, please reserve movie times with the Ticket Desk located at the entrance to the Davidson Center.

Traveling to Huntsville by Air

Airport: Huntsville International Airport
Round-trip Ground Transportation Fee: **\$25**

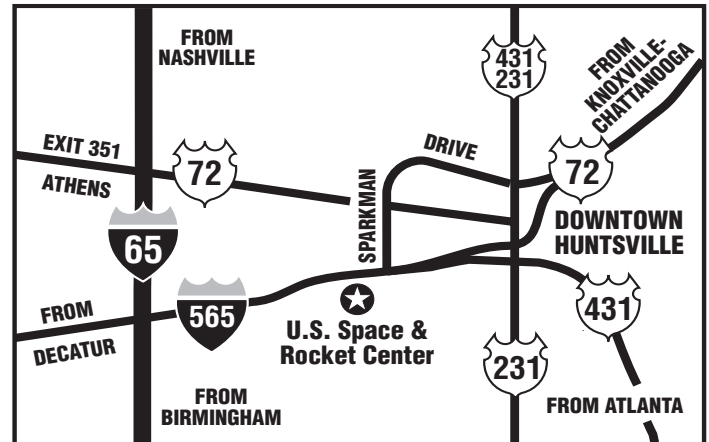
Uniformed camp personnel meet incoming flights and transport trainees by bus or van to the Training Center. Staff members collect airline tickets and re-confirm return flights prior to returning trainees to airport upon completion of camp.

Traveling to Huntsville by Car

SPACE CAMP and AVIATION CHALLENGE are located at the U.S. Space & Rocket Center in Huntsville, Alabama.

From Interstate 65 (north/south), exit I-565 east to Huntsville. The U.S. Space & Rocket Center is at exit 15 off I-565 and easily visible from the interstate.

From the east, Huntsville is accessible from Highway 72, which merges with I-565. From I-565, take the Space & Rocket Center/Sparkman Drive exit. Go straight through first intersection, turn left at second intersection. Continue straight through next intersection, which takes you directly onto the campus of the Space & Rocket Center, Space Camp and Aviation Challenge.



IMPORTANT INFORMATION

Customer Service	(800) 637-7223
24-Hour Operator	(256) 837-3400
Customer Service FAX	
(forms and cancellation requests)	(256) 890-3369
Camper Services	(256) 721-7185
Nurses Station	(256) 721-7162
Food Service	(256) 721-7139
Gift Shop	(256) 721-7116
Huntsville Tourism	(800) 772-2348 (Local area info)

Mailing address:

U.S. Space & Rocket Center
P.O. Box 070015
Huntsville AL 35807-7015

Shipping address:

U.S. Space & Rocket Center
One Tranquility Base
Huntsville AL 35805-3399

CHECK IN & GRADUATION SCHEDULE

PROGRAM	AGES	CHECK IN TIME	GRADUATION TIME
SPACE CAMP®	9-11 yrs	Sun 2:00-4:00 p.m.	Fri 9:00 a.m.
PIONEER (3-Day)	9-11 yrs	Mon/Wed/Fri 11:00-1:00 p.m.	Wed/Sun 1:00 p.m.
SPACE ACADEMY® (6-Day)	12-14 yrs	Sun 12:00-2:00 p.m.	Fri 11:00 a.m.
ADVANCED SPACE ACADEMY®	15-18 yrs	Sun 12:00-2:00 p.m.	Fri 11:00 a.m.
AVIATION CHALLENGE® MACH I	9-11 yrs	Sun 12:00-2:00 p.m.	Fri 10:00 a.m.
AVIATION CHALLENGE® MACH II	12-14 yrs	Sun 12:00-2:00 p.m.	Fri 10:00 a.m.
AVIATION CHALLENGE® MACH III	15-18 yrs	Sun 12:00-2:00 p.m.	Fri 10:00 a.m.
Parent/Child SPACE CAMP®	7-11 yrs	Fri 11:00-1:00 p.m.	Sun 11:00 a.m.
Parent/Child AVIATION CHALLENGE®	7-11 yrs	Fri 11:00-1:00 p.m.	Sun 11:00 a.m.
Adult SPACE ACADEMY® (3-Day)	18+ yrs	Fri 12:00-1:00 p.m.	Sun 11:00 a.m.
Adult ADV SPACE ACADEMY® (6-Day)	18+ yrs	Sun 1:00-2:00 p.m.	Fri 11:00 a.m.
Adult ADV SPACE ACADEMY® (8-Day)	18+ yrs	Sat 1:00-2:00 p.m.	Sat 11:00 a.m.
Adult AVIATION CHALLENGE® (3-Day)	18+ yrs	Fri 12:00-1:00 p.m.	Sun 11:00 a.m.