



## Frost Science Field Trip FAQs and Reservation Guide

Make science come to life at the Phillip and Patricia Frost Museum of Science through inclusive and educational Frost Science Field Trips. We offer an engaging experience for students every weekday morning.

### **What should I do before I make reservation?**

- Plan your field trip 2-4 months in advance.
- Confirm permission for the trip with your school/organization administration.
- Pick three potential dates for your school trip that work with your school calendar.
- Confirm your school buses will be available on those days.
- Select your field trip program and go to [frostsscience.org/fieldtrips](https://frostsscience.org/fieldtrips) to begin the online field trip request process.
- Look out for an invoice in a confirmation email 2-3 weeks after your reservation request has been submitted. This invoice will contain all the information you need about your upcoming field trip.

### **How much is a Frost Science field trip per student?**

Field trip admission ranges from \$14.95-\$16.95. The cost per student will depend on the day of the week and season you plan to visit the museum. Please look at our 2024-2025 Field Trip Admission Calendar below to check the field trip admission cost for the day you're interested in visiting us.

Learning Labs (weekdays only) and Frost Planetarium shows are available as an add on from September 1<sup>st</sup> – May 15<sup>th</sup>. Learning Labs are \$5 per student. Frost Planetarium shows are \$2 per student.

# 2024-2025 Field Trip Admission

Field Trip  
Costs Per Day



FROST  
SCIENCE

OCTOBER 2024							NOVEMBER 2024							DECEMBER 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30					

  

JANUARY 2025							FEBRUARY 2025							MARCH 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	1	2	3	4	5	6	7
12	13	14	15	16	17	18	9	10	11	12	13	14	15	8	9	10	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	23	24	25	26	27	28	29	
													30	31						

  

APRIL 2025							MAY 2025							JUNE 2025						
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		1	2	3	4	5					1	2	3							
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
													29	30						

  

JULY 2025							AUGUST 2025							SEPTEMBER 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2			1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					
							31														

**Planetarium shows: \$2.00/student | Learning Labs: \$5.00/student**

*\*All prices are per student. Please note that the museum requires a ratio of 1 chaperone per every 10 students. These chaperones are free of charge. Additional chaperones are welcome and will be charged the applicable student admission price. Phillip and Patricia Frost Museum of Science memberships or other discounts may not be used by chaperones or students in connection with field trip and group rates.*

### How do I reserve a field trip?

- Visit our Field Trip web page at [www.frostscience.org/fieldtrips](http://www.frostscience.org/fieldtrips).
- Review our field trip prices and options, and then select "[Book Your Field Trip](#)" to fill out a Field Trip Reservation Request Form.
- After your reservation request is submitted, if the date requested is available, an invoice document including all important information regarding your field trip will be emailed to you.

### What if the dates I request are not available?

If all three preferred dates you request are not available, we will reach out to you via the email or phone number you provided and work with you to choose a new date for your field trip.

### How do I pay for my visit?

#### Step 1: Deposit

Field trip reservations are on a first-come, first-served basis. A non-refundable deposit of 25% of the total balance due must be received two (2) weeks **before** your field trip date to ensure your field trip date is secured. **Reservations without paid deposits are subject to cancellation.**

Miami-Dade County Public Schools and Broward County Public Schools ONLY may submit a PO (purchase order) in lieu of a deposit. This deposit must be sent with a signed letter of approval by the school principal or assistant principal.

#### Step 2: Remaining balance payment

After your deposit is paid, your remaining balance will be due. This can be paid before your field trip date or upon arrival to the museum. Final payments **MUST** be paid upon arrival to the museum on the date of your scheduled field trip and **CANNOT** be submitted after the field trip date.

The museum requires one payment to be made for each reservation. The head chaperone is responsible for collecting payment from additional chaperones attending the field trip prior to arrival. Any chaperones not included in the reservation and paying separately will pay the regular museum admission rate and will not be guaranteed seats in shows/activities scheduled for your field trip. Museum memberships and guest passes/vouchers are not valid for field trip entrance.

### What methods of payment are accepted?

#### Credit Card

Frost Science accepts all major credit cards. To pay your deposit or remaining balance ahead of your field trip date with a credit card, simply call the field trip reservations team at any of the three following numbers to make the payment over the phone: 305-434-9518, 305-434-9593, or 305-434-9576. If you would like to schedule a time for a reservations associate to call you to take the payment, please email [fieldtrips@frostscience.org](mailto:fieldtrips@frostscience.org). On select occasions, a credit card authorization form can be sent if a call cannot be made to relay the credit card information.

#### Check

If paying via check, please ensure the check is mailed at least one week in advance to your payment due date. Checks can be dropped off to Frost Science during regular operating hours and must be brought to the ticket center window at the main entrance.

Payments by check should be made payable to Phillip and Patricia Frost Museum of Science, Inc. Please make sure to include your invoice number. Please mail all checks to:

Phillip and Patricia Frost Museum of Science, Inc. ATTN: Finance Department  
1101 Biscayne Blvd  
Miami, FL 33132

### **Purchase Orders**

Miami-Dade County Public Schools and Broward County Public Schools ONLY may submit a PO in lieu of a deposit. This deposit must be sent with a signed letter of approval by the school principal or assistant principal.

### **What if my final count of students changes?**

The final count of students is required **one week** prior to the field trip date. Payment based on that final count will be required in full at the time of arrival for the field trip (or within one month if a PO has been provided), regardless of day of absences from students. Additional students and chaperones may be added at the group rates upon arrival, but there is no guarantee that they will be able to participate in the scheduled activities/shows with the larger group and are subject to availability.

### **What time do field trips take place?**

Frost Science opens at 10:00 a.m., this is the earliest time a field trip may enter the museum. Most field trips take place from 10:00 a.m. – 1:00 p.m., can be later if you prefer as communicated in the field trip reservation request form. Groups are expected to arrive 15 minutes prior to their scheduled start time to get lined up and give time for the head chaperone to check in and pay. NOTE: Late groups might miss scheduled activities and will not have an opportunity to reschedule for later shows or receive a refund.

### **What items are prohibited from the museum?**

Prohibited items include:

- Bags: For expedited entry into the building, we encourage groups not to bring any bags, other than those for lunches. All bags or purses must be smaller than 14"x 12". If your bag exceeds these dimensions, complimentary bag storage is available. Medical bags will be permitted. Suitcases, backpacks, and duffle bags must be stored upon entry with a Guest Experience Ambassador, and all bags will be held until departure. Exceptions will be made for small bags or purses smaller than 14"x12". For expedited entry into the museum, we encourage groups not to bring bags.
- Our security officers reserve the right to review bags upon entry and prohibit bags that may damage the exhibits or compromise security. Please note that all personal items are the sole responsibility of the owner. Staff are not responsible for unattended bags or belongings.
- Food and Drink other than water will be stored for lunch time.
- Weapons of any kind, with the exception of on-duty police officers.
- E-cigarettes/Cigarettes, illegal drugs, alcohol.
- Bicycles, wheel-heel sneakers, scooters, hoverboards, etc.
- Laser pointers, tripods and monopods, large selfie sticks.
- Pets other than service animals.
- Balloons, beach balls, bouncy balls.
- Personal speakers playing amplified music.

### **Will our group have a designated location to eat lunch?**

Yes, all field trip groups will be assigned a designated lunch location and half hour lunch time upon arrival to the museum by a guest experience ambassador. Please note our lunch areas are outdoors and seating for lunch may be limited. Please note that tables are first come first serve. Should the tables not be available, groups may use the benches on the Science Plaza. Groups may not reserve or hold the tables ahead of time. Please note that your lunch time may be earlier or later than your group is used to. While schools may request to eat at specific times, requested times are not guaranteed due to ongoing changing schedules.

### **Can my group order lunch from the museum?**

Field trip lunches are available for pre-order through our [Group Lunch Online Ordering Portal](#). All lunch orders must be placed at least one week prior to your field trip date. Lunches may not be ordered, changed, or cancelled within one week of your field trip date. Pre-ordered lunches can be picked up at Food@Science during your selected lunch pickup time.

Groups may also choose to bring their own bagged lunches in sturdy boxes or coolers, labeled with the group name and contact information. Upon arrival to the museum, Frost Science guest ambassadors will meet your group at your bus with rolling blue bins to place lunches in. Please be prepared to unload your own lunches on and off the buses to be placed in the bins. The Frost team will then hold onto your lunches while your group explores the museum and meet you at your designated lunch location and time with the lunches. Please note that refrigeration will not be provided. We request that any coolers brought to the Museum should have handles and/or wheels.

### **What is the minimum number of students that can attend a field trip?**

To qualify for a field trip, your group must have at least ten students and one chaperone. Any groups with less than 10 students will no longer be eligible for Field Trip rates and can visit the museum under general admission.

### **Cancellations**

If you must cancel your field trip, please send written cancellation no later than 10 business days prior to your visit. Written cancellations must be sent via email ([fieldtrips@frostsscience.org](mailto:fieldtrips@frostsscience.org)).

Please note that field trip deposits are **non-refundable**. Deposits are transferable, however, and can be used towards a future field trip or educational program such as outreach. This credit must be used within one (1) calendar year from the date paid. After this date, the non-refundable deposit will be donated to the Frost Science general fund.

For additional questions, please contact the reservations department at any of the following numbers: 305-434-9518, 305-434-9593, or 305-434-9576. You may also reach us via email at [fieldtrips@frostsscience.org](mailto:fieldtrips@frostsscience.org).

## **Plan Your Visit**

### **Prior to Your Visit**

- Complete any required school documentation (field trip permission forms, transportation forms, etc.).
- Secure chaperones for the trip and ensure that they are aware of **all** field trip information. One (1) chaperone for every ten (10) students is **required**. This ratio must be maintained throughout the field trip. Chaperones not included in the reservation and paying separately will pay the regular museum admission rate and will not be guaranteed seats in shows/ activities scheduled for your field trip. All chaperones **must** be 18 or over.
- Thoroughly review your field trip invoice document. Sign, initial and return the signed document to [fieldtrips@frostsscience.org](mailto:fieldtrips@frostsscience.org)
- Share the invoice document with all chaperones attending your field trip to ensure they are aware of Frost Science field trip procedures and policies, and all field trip details.
- Confirm your final headcount. A final headcount of students and chaperones **must** be provided one week prior to the date of your field trip.
- Confirm that all students know to bring a bagged lunch, unless pre-ordering lunches with Frost Science.
- Review field trip [educator resources](#) to enhance learning throughout the museum!

### **One Day Before Your Field Trip**

- Assign student groups to chaperones (10 students per one chaperone required).

- Prepare final payment, which is due upon check-in at the Frost Science ticket center. Final payment is due in the form of a single check, cash or credit card via one transaction. No refunds will be issued after the payment has been received.
- If the school is not paying for additional chaperones, please ensure that the chaperones know which planetarium show they will need to purchase tickets for. Chaperones cannot use a membership or guest passes/vouchers to enter with a group.
- Remind students and chaperones of proper museum etiquette and prohibited items as outlined in the field trip confirmation document.

#### **Day of Field Trip: Arrival**

- Please arrive at least 15 minutes prior to your scheduled start time. Museum staff will direct bus drivers to the appropriate drop off location. NOTE: We **do not** provide school bus or motor coach parking. Visit [www.miamiparking.com](http://www.miamiparking.com) for bus parking options. (Paid automobile parking is available in the underground parking garage at the posted rates.)
- Upon arrival, the head chaperone should go to the Frost Science ticket center window to check in and pay any remaining balance for the field trip.
- Lunches brought to the museum will be unloaded from the bus by the teachers and chaperones and pre-collected placed in the provided bins with the school's name and chaperone clearly labeled. Note: refrigerated storage will not be available.
- Purchased lunches should be picked up during your selected lunch pickup time at the café.
- If you are running late for any reason, please contact the reservations office at 305-434-9518, 305-434-9593, 305-434-9576.

#### **Day of Field Trip: During Your Visit**

- All tours are self-guided; it is the chaperones' responsibility to arrive to ticketed shows and scheduled activities on time. Refunds will not be provided for late/missed shows or activities.
- Chaperones must remain with their students throughout the entirety of the visit and are responsible for their group's behavior at all times. Each chaperone **must** be 18 years or older.
- The head chaperone is accountable for all present students and chaperones at all times during the field trip. This includes any damage to museum property.
- For everyone's safety, no running or rough play is permitted. Please emphasize the importance of using inside voices while within the museum.
- While visiting the museum's live animal exhibitions, chaperones must closely supervise students and ensure students are following all museum guidelines. If students cannot follow museum guidelines regarding interacting with and around live animals, the group will be asked to leave the exhibition area immediately.
- Please note that depending on the date of your visit, some exhibitions may have temporary limitations to school groups. Please ask the reservations team ahead of time to be notified of any possible limitations for field trips so your group is prepared.
- All field trip groups are invited and encouraged to stop by the Science Store before exiting the museum for field trip souvenirs, science-themed toys, STEM take-home activities, and more!

We want our visitors to enjoy their experience at the Phillip and Patricia Frost Museum of Science and expect all groups to respect other visitors. If these guidelines are not followed, you may be asked to leave the museum. If this occurs, you will not be refunded for your visit.

#### **Day of Field Trip: Departure**

- When your group is ready to depart, please call for your bus only when your entire group is at the bus pick-up area and ready to leave. Buses will not be allowed to wait in the designated pick-up lanes for your group to arrive and will need to exit the museum drive if your group is not ready to leave.