



ADVENTURES IN ENGINEERING – October 16th, 2024

EVENT DETAILS

Adventures in Engineering is an annual event sponsored by the Air, Space, and Missile Defense Association (ASMDA), and Team Redstone. Local supporting organizations include Redstone Arsenal tenants, The University of Alabama in Huntsville, and Calhoun Community College. The purpose of this event is to allow 11th grade students (and 12th grade as space is available) to explore local math, science, engineering, and technology (STEM) careers.

Adventures in Engineering will be held on **Wednesday, October 16th**, from **8:30 a.m. to 2:30 p.m.** **Registration begins at 7:30 am.** This event is free to participating schools, students, and chaperones.

Web site: ASMDA.org

SCHOOL PRIMARY POINT OF CONTACT

All counselors will receive Adventures in Engineering event information and forms. However, the 11th grade counselor is considered the primary point of contact for working with the Adventures in Engineering Chair and designated points of contact. Parents and students should work with and through their 11th grade school counselor(s).

11th grade counselors should:

- Students and chaperones **MUST** pre-register online for the event at ASMDA.org
- Submit all forms (chaperones' and students') to Adventures in Engineering by e-mail (2023ASMDA@gmail.com) no later than **October 4th**. Please provide all forms at one time. Forms can be downloaded once online pre-registration is complete.
- Receive a confirmation e-mail from Adventures in Engineering designated point of contact, documenting the number and type of forms received, no later than **October 4th**.
- Provide a separate email with list of participating students and chaperones to serve as verification of a sent participants list. However this list will not be used to secure seats.
- Provide copy of a government-issued Photo ID (e.g. Drivers License) for both student and chaperone along with permission forms.
- All participants must be U.S. Citizens. No exceptions!
- Maximum school participation is 46 (44 students, 2 chaperones). Any school exceeding this number will be contacted to reduce numbers.
- **Note that this is a first come/first served event. We only have 500 total seats and registration could fill before October 4th. Your seats will be secured once online registration and completed permission forms are received by AIE as long as we haven't reached capacity.**

EVENT LOCATIONS

The University of Alabama in Huntsville, **Chan Auditorium, 4832 Holmes Ave NW** will serve as the initial location, where students and chaperones will load tour buses to travel to Redstone Arsenal; and it will also serve as the final stop.



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TENTATIVE AGENDA

7:30 a.m.	8:30 a.m.	Arrival and Registration	UAH - Huntsville
7:30 a.m.	8:15 a.m.	Academic Department Booth Visitation and Refreshments	UAH - Huntsville
8:30 a.m.	9:00 a.m.	AIE Program Begins: Welcome	UAH – Huntsville
9:15 a.m.	9:30 a.m.	Restrooms & Load Buses	
9:50 a.m.	10:40 a.m.	Venue 1	Redstone Arsenal
10:50 a.m.	11:40 a.m.	Venue 2	Redstone Arsenal
11:50 a.m.	12:30 p.m.	Lunch	Redstone Arsenal
12:40 p.m.	1:30 p.m.	Venue 3	Redstone Arsenal
1:40 p.m.	2:30 p.m.	Venue 4	Redstone Arsenal
2:30 p.m.	2:45 p.m.	Return to UAH for Parent Pick-up or Return to School	UAH – Huntsville

Participants (chaperones and adults) are required to provide their own transportation to and from UAH’s Chan Auditorium located at 4832 Holmes Ave NW in Huntsville. Riding on the designated bus for Redstone Arsenal visit sites is a requirement for participation in this event.

Students and chaperones will not be allowed to drive personal vehicles to follow the tour bus or transport themselves to the tour stops. Students and chaperones must be able to participate in the entire day’s events and are unable to depart early from the event. Additionally, students and chaperones must be present for registration **AND** board their bus at the beginning of the school day.

At each stop, participants will be required to walk or stand for or a significant amount of the day.

The **Adventures in Engineering** planning staff must be notified of any required accommodations for students and chaperones when permission forms are submitted. Send requests to Robert Champion at 2023ASMDA@gmail.com.

Participants will visit organizations and entities during normal business day. All participants must conduct themselves in a professional manner at all times, on the bus and at event sites. Students are expected to stay with their tour group.

Trespassing into other work spaces, which are not part of the official tour, is forbidden. Cellular phones, cameras, and any other digital device, if not required by a medical condition, are prohibited for the entire activity day.

ATTIRE

Business casual attire (khakis, blue jeans, casual dress slacks, knee-length or longer skirts, button-down shirts, polos, blouses, etc.) and comfortable, closed-toe and low/no-heel shoes are required.

Torn Blue jeans, shorts, open-toed shoes and the like are unacceptable.



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FOOD

Lunch will be provided for chaperones and students. Lunch provided through Adventures in Engineering is FREE.

Participants with religious, medical, dietary, and / or allergic restrictions should bring a lunch that can withstand at least five hours in transit unrefrigerated.

If interested in this opportunity for your students, please review and complete, where applicable, all requirements below.

Students must:

- Pre-register online at ASMDA.org
- Complete a consent (permission) form, with a parent (legal guardian) signature.
 - Forms are only accepted from the school counselor.
- Include a government-issued ID.
- Be a **U.S. citizen**.

School's 11th grade counselor(s) must:

- Have students pre-register online and collect all student permission forms and surveys.
 - Verify that students are a U.S. citizen.
 - Ensure a copy of a government-issued ID is with each form.
 - Completed permission forms are due no later **October 4th**.
- Have chaperones pre-register online and collect all chaperon permission forms and surveys.
 - Verify that chaperones are a U.S. citizen.
 - Ensure a copy of a government-issued ID is with each form.
 - Completed permission forms are due no later **October 4th**.

Chaperone must:

- Pre-register online at ASMDA.org
- Complete a Chaperone Consent Form to the 11th grade counselor, no later than **October 16th** or the school's deadline date, whichever comes first.
- Include a government-issued ID.
- Be a **U.S. citizen**.
- Ride on the tour bus and remain with their students for the full day.
- Understand and agree that the school and chaperones, **not** Adventures in Engineering planning staff or participating organizations, are responsible for ensuring that their students are safe and present the entire day.
- Students arrive and depart safely and on-time from UAH Chan Auditorium at 4832 Holmes Ave NW in Huntsville.
- Understand that chaperones are responsible for any and all medical requirements for all students from their school, including allergies.



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School must:

Accept that their participation in the Adventures in Engineering program is on a first-come, first accepted basis.

- Program capacity is **500**, including bus escorts, school chaperones, and students.
- Schools are limited to:
 - **MAXIMUM**: 1 bus load (44 students and 2 chaperones).
 - **MINIMUM**: 4 students and 1 chaperone.
 - If your school requires a nurse to attend, that person counts one of the chaperones.
 - No additional personnel may accompany students, except for chaperones.
 - Consent and permission form deadline is **October 4th**.
 - Forms submitted after the initial submission is received, even if before the deadline, will be returned to the school and will not be considered for program participation.
 - Extra (or different) students arriving on **October 16th**, will be returned to the school.
- Ensure all pre-registered students and chaperones present a valid government-issued ID during the on-site registration.

Understand that the school and designated chaperone will be required to provide or have transportation for the student(s) who must return to school for any reason – tardiness, behavior, etc.

- The school will be responsible for the student’s well-being.
- Assume all liability for their students.

Identify a teacher, counselor, or other school official available to serve as a chaperone.

- Understand if the school fails to have a sufficient number of chaperones, the school will be placed on a waiting list for participation.

CONTACT INFORMATION

Return completed forms to Robert Champion.

Submit Forms: 2023ASMDA@gmail.com

Subject: [school name], [student or chaperone name]

Questions: 2023ASMDA@gmail.com

or call Robert Champion at 256 714-5987