



University of California Botanical Garden at Berkeley

College Course Use Request Form

Proposed date of visit(s): _____

Arrival time: _____

Mode of transportation to the Garden: _____

Instructor's name & title: _____

Phone: _____

Email _____

Institution: _____

Department: _____

Course title and number: _____

_____ # of students: _____

Curricular purpose (Please tell us how you plan to use the collections and which areas you plan to visit.):

Name of person filling out this form: _____ Date: _____

Office Use: Conflicts checked? Y___ N___ By *staff name*? _____ Rung into register? _____

Admission policy: Your non-profit college class may visit the Garden without admission fees. Dates of class visits must be approved in advance; call 510-643-7265. Drop-in classes will be considered on a space available basis.

UC classes are strongly encouraged to schedule Garden visits in advance, so that we may ensure that your experience is as smooth as possible.

The Garden is closed to all visitors on the first Tuesday of each month and on some holidays.

You are responsible for enforcing Garden rules with your group, which include staying on garden paths and no collecting of plant materials or wildlife.

If you'd like to request plant materials, please use the Plant Materials Request form, available from the Entrance Kiosk, 510-643-2755 or online at <http://botanicalgarden.berkeley.edu/research/>.

Docent tour requests must be made to the Tour Coordinator by the 15th of the month prior to your visit. Please call 510-643-7265 to schedule a tour or if you have any additional questions.

Email this form to gardentours@berkeley.edu or Fax to: 510-642-5045

University of California Botanical Garden at Berkeley 200 Centennial Drive, Berkeley, CA 94720-5045, 510-643-2755

Mission Statement: *To develop and maintain a diverse living collection of plants to support teaching and worldwide research in plant biology, further the conservation of plant diversity, and promote understanding and appreciation of plants and the natural environment.*