



WARNING: The Students Name, Ship and Position are critical information. Without it or if it is unreadable precious simulator time will be used to seat your students in the simulators.
 All other fields are optional, See instructions for more info.

BOARDING PASS IDENTIFICATION PAPERS

Security Code: Alpha Charlie 040929
Security Clearance Level: Bravo

**Officers Name:* _____

Rank/Grade: _____

Home City: _____

Home Country: _____

Home Planet: _____

Home System: _____

**Ship of Officers Attachment:*
 U.S.S. Voyager || U.S.S. Odyssey || Galileo, Mark 5

**Position Assigned:* _____

Officer will report in to Admiral Williamson, Starbase 74 on stardate: _____ for mission training and to assume assigned duty Station.

BOARDING PASS IDENTIFICATION PAPERS

This pass, properly filled out, will allow you boarding clearance to the ship of your attachment.



[left] Finger Prints [Right]

Commanding Officer Signature:

 [Teacher]

Commanding Officer, Starbase 74 Signature:

 [Space Center Staff]

Instructions for the (New and Awesome Looking) Boarding Pass

These instructions will give you the easiest possible way to get it done fast and with accuracy.
It looks complicated but it's really just a lot of fun for the kids!

1. To avoid last minute problems, start a week before your field trip printing each student a copy of the boarding pass.
2. With the printed side facing up have your students fold the boarding pass like they would a birthday card. In half, hamburger style (keeping the printed side facing out) and then in half again to make a square. The words "United Federation of Planets" & Logo should be at the front once complete.
3. Have your students open the Boarding pass (card), and using their best hand writing fill out their "Officers Name"; AKA Their Name, "Rank"; AKA Grade in school.

The Students can use their imagination for Home City, Country, Planet and Solar System. (Some might want to be from Vulcan, like Spock on Star Trek).

4. Tell the students **you** will be circling their "Ship of Officer attachment" AKA; What ship they will be in and writing in their "Position Assigned"; AKA their job in the ship.

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5. Have the students write the scheduled date of the field trip after it says "Officer will report in to Admiral Williamson, Starbase 74 on Stardate:_____".
6. On the right side you can have the students place a picture of themselves or draw one and place their finger prints in the boxes next to it. Once the students are done you will need to collect them.
7. Write in the students position assigned and circle the ship attached. And yes, now you have the opportunity to sign the Boarding Pass under "Commanding Officers Signature."

When the students come on their field trip an authorized staff member will sign under "Commanding Officer, Starbase 74 Signature."

It is recommend that you wait until the day of the field trip to hand the boarding pass back to you students.

Our hope that this Boarding Pass will be a cool keepsake of the students time spent at the Space Center.

If you have any further questions about this boarding pass or have ideas on how we can make these instruction better email: Herring@SpaceEdventures.org

We look forward to your visit!