

UCLA CUB TOURS



Inspiring kids through campus tours

Tour Confirmation Packet

Need to reach us ASAP?

Contact Cub Tours at:

+1 (323) 285-9120

If your tour is running late, or you have any urgent last-minute questions, please call the number above to contact our Executive Coordinators. Upon connecting, please **state your name** and **your group's tour date and time**. This number will then route your call to the first available Coordinator, who will do her best to assist you.

Should your plans change and you need to cancel, please call us no less than 48 hours in advance. We thank you for your consideration of our volunteer guides!

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WELCOME!

A Message from Our Executive Coordinators

Congratulations – and welcome! You're officially registered for a UCLA Cub Tour. Before you arrive, please review the following confirmation packet, which includes helpful information related to parking, dining, and much more.

Important Information To Note Prior To Your Tour:

1. Please proceed directly to **BUS PARKING, LOCATED ON CHARLES E. YOUNG DRIVE NORTH**. For more detailed directions and parking information, see our "Campus Map" below on page 2.
2. **We highly recommend that you allow for ample time to commute and park on campus!** Los Angeles is notorious for its ugly traffic, so please take that into consideration when planning your visit. **Failing to arrive within 15 minutes of your scheduled start time may result in the cancellation of your tour** (please see page 5 below for more information on our cancellation policy).
3. **TOUR STARTING LOCATION:** Once you have arrived at UCLA, **please meet your tour guide at the Bruin Bear statue, located in Bruin Plaza near the Ackerman Student Union**. All of our tours meet at this point unless otherwise planned.

If you have any additional questions about your tour, you may email us at cubtours@admission.ucla.edu, or call UCLA Undergraduate Admission at (310) 825-3101.

We look forward to showing you our beautiful campus and hope you have a wonderful visit!

Sincerely,

Grace Broyles & Jennifer Feldis
UCLA Cub Tours Executive Coordinators

TOUR MAP



Bus parking is located along Charles E. Young Drive North, which runs parallel to Sunset Boulevard on the edge of campus. Please note that there currently is NO SIGN indicating bus parking – simply park along the right side of Charles E. Young Dr. N.

If your bus driver needs an address to drive to: direct them to the address below for Parking Structure 4. THEN, tell them to turn **RIGHT** onto Charles E. Young Drive N, instead of entering the parking structure.

Parking Structure 4
221 Westwood Plaza
Los Angeles, CA 90077

GETTING TO YOUR TOUR

TRAFFIC!

Highway traffic in Los Angeles is some of the worst in the country. In Spring Quarter 2016, a full **THIRD** of our tours arrived late because they did not properly take into account heavy congestion around UCLA. This led to some tours being cut short, or, in some cases, **cancelled altogether**. Please try to prioritize an on-time arrival.

PARKING!

As stated on page 2 above, bus parking is located along the right side of Charles E. Young Drive North, just off of Westwood Plaza. PLEASE NOTE that there is No SIGN indicating the location bus parking. Here are some other landmarks near where you should park:

- North Athletic Field
- Kauffman Hall

If you are coming to UCLA **by car**, please park in a visitor parking spot in Parking Structure 4 (address above on page 2). If parking in that lot is full, a parking attendant will be happy to direct you to alternative parking sites.

DIRECTIONS TO UCLA!

For those arriving by BUS:

- Take 405 (San Diego Freeway) to Sunset Blvd.
- Head east on Sunset Blvd until Westwood Plaza (2nd light after Veteran Ave).
- Turn RIGHT on to Westwood Plaza.
- Make a QUICK RIGHT on to Charles E. Young Drive N. **IMMEDIATELY** to your right you will see bus parking.

For those arriving by CAR:

- Take 405 (San Diego Freeway) to Sunset Blvd.
- Head east on Sunset Blvd until Westwood Plaza (2nd light after Veteran Ave).
- Turn RIGHT on to Westwood Plaza.
- Head STRAIGHT into Parking Structure 4.

OTHER PRE-TOUR PREP!

1. **Check the Weather:** This is an *outdoor* tour, so comfortable walking shoes, sunscreen, and bottled water are highly recommended.
 - a. **Rain Policy:** We give tours rain or shine here at Cub Tours. **Please do not assume that if it is raining, the tour is automatically cancelled.** If you would like to cancel your tour due to the weather, please contact us by email or phone so we can notify our guides.
2. **Chaperone Policy:** Please bring at least one chaperone per 25 students. Chaperones are responsible for supervising students and ensuring that students remain with the group at all times.
3. **Restrooms:** Bathrooms are located on the “**A-Level**” of the **Ackerman Student Union** (pictured on the map above) near the Post Office. A-Level is located above the UCLA Student Store, and is accessible from Bruin Plaza via the large steps to the right of the Student Store’s entrance.
 - a. Our tours typically last about 1.5 to 2 hours, so please **arrive early** to ensure that your students can use the restroom prior to the start of their tour. We recommend at least 10-15 minutes.

Please wait on the grassy area next to the Bruin Bear for the start of your tour. Your guides will arrive shortly!

CUB TOURS' LATE POLICY

LATE ARRIVALS

Our volunteer tour guides are only required to wait **15 minutes** after the tour's scheduled start time, whether or not you have called. **PLEASE NOTE:** If you arrive *later* than this 15-minute window, **your volunteer tour guide will not be responsible for giving the tour.** If this occurs, you may pick up a self-guided tour packet outside the Cub Tours Office, located in 148 Kerckhoff Hall.

CANCELLATIONS & NO SHOWS

Please be mindful that there are a limited number of schools we can accommodate, and that you have been selected as one of these schools. **If you do not come on the day of your scheduled tour, your school will not be considered for future visits to UCLA.**



AFTER YOUR TOUR

PICTURES AND VIDEOS!

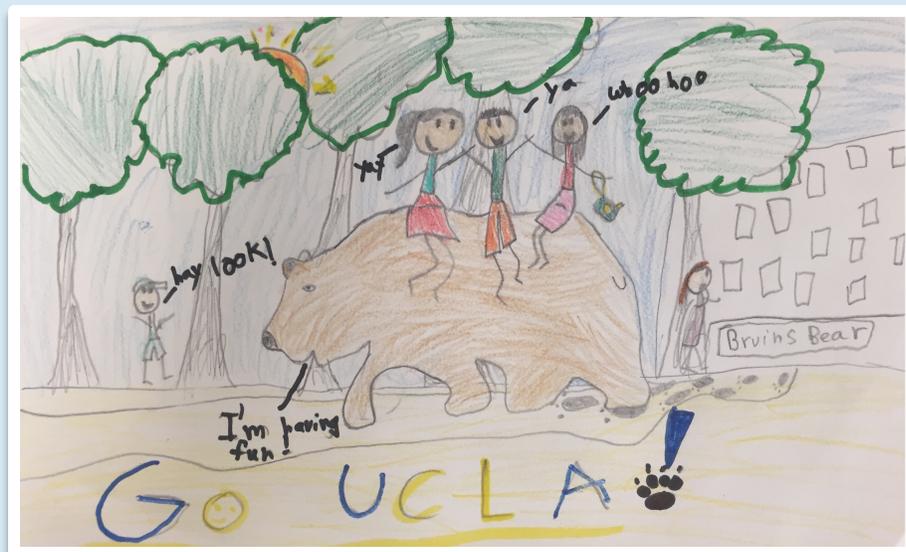
We greatly enjoy all the memories captured by our tour groups. Please send us any pictures or videos you take! With your approval, we would love to decorate our office with them or publish them on our Facebook page. If you would like to send us any pictures or videos, please email:

cubtours@admission.ucla.edu

THANK YOU NOTES!

Your tour guides **love** receiving thank you notes and letters from students! If you would like to send some notes or other items of appreciation, please mail them to:

UCLA Undergraduate Admission
ATTN: Barry Chaiveera
1147 Murphy Hall
Los Angeles, CA 90095-1436



FREQUENTLY ASKED QUESTIONS

1. My kids are going to be hungry! Where can we eat at UCLA?

- a. **Sack Lunches:** Many students bring their packed lunches from home. Most groups choose to eat their lunches on the grass near the Bruin Bear, underneath the trees in Wilson Plaza, or on the grassy areas near Janss Steps. Ask your tour guide for their favorite sack lunch spots!
- b. **On-Campus Dining:** There are numerous food vendors at UCLA that offer a wide variety of meal options. These options include everything from Rubio's to Panda Express, and are primarily located on the A-Level and Level 1 of Ackerman Student Union. Please click this link for more details: <http://asucla.ucla.edu/where-to-eat/>
- c. **Dining Halls:** Occasionally, groups elect to dine at one of the various cafeteria-style dining halls near UCLA's dorms. They do not accept cash upon entry, so if this is something you would like your group to do, you must make prior arrangements with UCLA Dining Services. For more information, please click the following link: <https://housing.ucla.edu/dining-services/overview>

2. What other things can we do at UCLA?

Below is a sampling of our most popular FREE attractions and destinations at UCLA. Click the links provided to learn more information!

- a. **Mildred E. Mathias Botanical Gardens:** Lush botanical gardens offering tours to school groups on Mondays, Wednesdays, and Fridays.
 - i. **Learn more about the gardens here:**
<http://www.botgard.ucla.edu/tours.php>
- b. **Fowler Museum at UCLA:** Fascinating museum of art, music, & cultural anthropology.
 - i. **Learn more about the Fowler Museum here:**
<http://www.fowler.ucla.edu/school-visits/>

c. UCLA Athletics Hall of Fame: The JD Morgan Center, located right next to the Bruin Bear, houses all of UCLA's NCAA National Championship trophies, displays for each sport at UCLA, and much more!

i. **Learn more about our Hall of Fame here:**

<http://www.uclabruins.com/sports/2013/4/17/208274086.aspx>

3. I loved my visit to UCLA! Where can I buy UCLA apparel and other souvenirs?

a. Visit the UCLA Store, located on the B-level of Ackerman Student Union. There you will find a vast selection of UCLA apparel, clothing, and gear.