Private Tour Group Visit Guidelines

Thank you for your interest in MIT! We look forward to welcoming your group to our campus in Cambridge, MA. Tours typically last 75-90 minutes and are led by current MIT students, so that visitors can get a sense of what it’s like to be part of the MIT community. Tours include many highlights of campus life including the Stratton Student Center, Zesiger Athletic Center, Kresge Auditorium, the Infinite Corridor, the Green Building, Killian Court and the Great Dome, and the Frank Gehry designed Stata Center.

<table>
<thead>
<tr>
<th>Private Tour Fees*</th>
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<tbody>
<tr>
<td>10-20</td>
<td>$75.00</td>
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<tr>
<td>21-50</td>
<td>$150.00</td>
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<tr>
<td>51-70</td>
<td>$200.00</td>
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<tr>
<td>71-90</td>
<td>$250.00</td>
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<tr>
<td>91-100</td>
<td>$275.00</td>
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<td>100+</td>
<td>TBD</td>
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*Fee is waived for U.S. school groups when reserved by a teacher or counselor.

Please note that there are a number of periods during the year when we are unable to accommodate private group tours. These include, but are not limited to, legal holidays, the month of April, mid-May to mid-June, the last two weeks in August, and the last few weeks of December. During the summer (June 14-August 13) private group tours can only be scheduled at 8:30am or 3:00pm. Otherwise, during the school year we take requests between 8:30am-3:00pm.

If your group is primarily composed of high school students that are interested in applying to MIT, we suggest contacting the Admissions Office to sign up for an Information Session. The Information Session is approximately 60 minutes and free of charge.

Payment Details

Once you submit your request for a private group tour, your group will be noted in our system. In a few days you will receive an invoice with a secure link to make the payment, if applicable. We are only able to accept credit cards. To protect your privacy, we are unable to accept credit card details by fax or email. Confirmation of your tour will be sent out 2 weeks before your visit indicating the tour guide’s name. **Payment must be received before we can confirm.**

Cancellations must be received no later than two business days before your requested tour date. Upon receipt of your cancellation, a refund will be issued less a 10% handling fee. No refunds will be issued for cancellations received within two business days of your requested tour date. Even though we waive the fees for U.S schools, they are still expected to honor our cancellation requirements. We pay our tour guides and have a very limited budget, so when groups cancel at the last minute
or don't show; this takes up a lot of our limited resources.

Rules

• Visitors should leave plenty of travel time to get to MIT’s campus, taking Boston traffic into careful consideration. If the group is late, we will not lengthen the tour time. Instead, the group will receive a shorter tour. Please note it is our policy to cancel tours for groups that are more than 15 minutes late.
• Visitors must conduct themselves respectfully while on the MIT campus. Disruptive behavior is not permitted. Failure to follow this will result in termination of your visit and loss of tour privileges in the future.
• Speak softly while inside the academic buildings to avoid disrupting offices and classes.
• Picture taking is not allowed in labs, offices, fitness facilities, or childcare areas.

Suggestions

• Encourage students to ask our tour guides questions.
• Bring an umbrella in case of rain.
• Wear comfortable walking shoes and clothing appropriate for weather.
• Visit the MIT Museum. For more information regarding that option, please click on the following link: http://web.mit.edu/museum/visit/index.html.
• View the MIT website especially targeted at visitors: http://web.mit.edu/visit. These pages contain tons of useful information including key attractions, places to eat, and hotel, shopping and transportation information.

We hope that you enjoy your visit at MIT!