



The College of Physicians of Philadelphia

MÜTTER MUSEUM

Mütter Museum Group Visit Policies

We invite you to bring your class or group to visit the Mütter Museum. The College values its relationship with the region's youth. Listed here are our policies for groups. Your cooperation with these policies will help ensure a fun, educational, and safe visit.

To schedule a tour, please use our online group visit reservation form at:

<http://www.collegeofphysicians.org/Site/Museumtourform.html>

You may also call our group visit line at 215-399-2262, and someone will return your call as soon as possible. Please keep in mind that we are a very small staff at the Mütter Museum, therefore it may take a few days before we can get back to you.

Filling out the online group visit reservation form at the link above may expedite your request.

Planning Your Visit:

- We recommend the Mütter Museum for adults and children, grades four and up. If you have questions or concerns about the suitability of the museum for your group, please call the Marcy Engleman, the Mütter Museum Educator, at 215-399-2266.
- **Group visits should be scheduled at least two weeks before you intend to visit.** If you would like a guided tour, please tell us when you schedule. Please call with several possible dates so we can be sure to accommodate you.
- For every ten students under the age of 18 there must be at least one chaperone with the group at all times, so please plan ahead accordingly. Chaperones must be at least 18 years of age. Groups that do not have enough chaperones will not be admitted.
- One chaperone will be admitted free for every ten paying students. Additional chaperones must pay for admission to the museum.
- Guided tours are offered for groups of up to 50 people. If you would like a guided tour please tell us when you make your reservation. Guided tours are not guaranteed, we rely on a very small staff of volunteer docents, therefore guided tours are always subject to their availability. However, we will always do our best to schedule a guide for you.
- Please let us know if anyone in your group has special needs. We are wheelchair accessible through the rear entrance of the building. Special arrangements can be made at the time you schedule your visit.
- For the safety and enjoyment of your group, the City of Philadelphia **requires** us to maintain a list of your attendees. **Please bring your final list with you.**
- Payment is required at the time of the visit. Current prices for groups of ten or more are \$8 for students and \$10 for non-students. We accept Visa, MasterCard, Discover, institutional check, or cash. **If you pay with cash or credit card ON THE DAY of your visit you will receive an additional complimentary chaperone entry. No personal checks will be accepted.**
- Mütter Lessons are an additional \$65 for up to 30 people. Please call Marcy Engleman, Museum Educator, if you are interested in learning more about Mütter Lessons. The following lessons are currently offered:
Conjoined Twins (Together Forever ... ?)
The Science Behind the Sideshow
Comparative Anatomy
Body Modification

WEEKEND VISITS: Please note that we are not able to schedule groups larger than 50 on Saturdays or Sundays. Also, weekend group visits are scheduled before 11:00 a.m. only. Guided tours are not available on the weekends.

When You Arrive:

- Please try to arrive on time. If your group is late, your scheduled guide may no longer be available. We reserve the right to shorten or cancel your visit if your tardiness conflicts with other tours or programs. If you are running late, please call the front desk as a courtesy – 215-399-2260.
- If your group is smaller than ten people you will be charged the regular student or general admission prices.

Other Policies and Important Information:

- Students must be chaperoned at all times, including in the Benjamin Rush Medicinal Plant Garden, Museum Store, and outside the building. Groups exhibiting disruptive behavior will be asked to leave without refunds.
- Please respect our exhibits. Do not allow students to touch any part of the museum exhibits or exhibit cases, and do not allow students to walk in garden beds, throw trash or otherwise disturb the plants or wildlife in the garden.
- **Backpacks, tote bags, umbrellas or other bulky items must remain on the bus** as we have no secure place to store them here and they cannot be taken into the museum.
- Students may not eat in the building, but may eat in the Benjamin Rush Medicinal Plant Garden.
- **NO** Photography of **any** kind is permitted while in the Museum.
- Strollers are not permitted in the museum, but may be stored in our coatroom during your visit.
- Cell phones may only be used for the audio guide and must be set to a silent or vibrate mode while in the museum.
- For high school age and younger, chaperones are required & chaperones must be present with groups in the exhibit spaces, garden and museum store.
- If your group needs to wait outside either before or after your visit, please do not block the main entrance. Your group may wait in the Benjamin Rush Medicinal Plant Garden.
- The City of Philadelphia prohibits all buses, motor coaches and tour buses from parking on city streets. Please visit <http://www.philadelphiausa.travel/group-tour-planners/planning-tools/transportation/motorcoach-info/bus-parking/> or contact DLC Parking Services at 215-829-3330 for information on parking. **Please make your driver aware of this policy.**
- Groups that do not show for their scheduled visit or cancel with less than 24 hours notice are subject to a \$65 fee.
- **Refunds for overpayment can only be given to the institution that issued the check. Refunds may take several weeks to process, and will be mailed to the institution that issued the original check. Many groups choose to donate overpayments to the museum.**

Mütter Museum
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Philadelphia, PA 19103-3097
Ph: 215-399-2260
Fax: 215-569-0356
www.collphyphil.org
Open Daily, 10am to 5pm
(except Thanksgiving, December 25 & January 1)