

PARENT/GUARDIAN EVENT INFO
Metro Senior Regional History Day
University of Minnesota, Twin Cities Campus, East Bank
Tuesday, March 11, 2025

Teachers: Please fill out and give to parents.

Your child is registered to take part in the **Metro Senior Regional History Day competition**. This sheet provides important details about attendance at this event. Please read carefully!

Location, Directions, and Parking

- **Location and Directions:** The event will take place at Coffman Memorial Union on the University of Minnesota Twin Cities, East Bank campus. Set your GPS to the East River Road Garage: 385 E. River Road Parkway, Minneapolis, MN 55455. See driving direction on the last page.
- **Parking:** The East River Road Parking Garage provides direct access to Coffman Memorial Union. There is a fee for parking. Please give yourself enough time to park and walk to the event.
- **Upon Arrival:** Students should report to the Ground Floor of Coffman Memorial Union to register. This is directly accessible from the road outside or the parking garage.

Transportation

Our school **will** travel as a group to the Regional History Day competition. The bus will pick up students at _____ and leave at _____ am/pm. We will return to the school at _____ am/pm.

Our school **will NOT** travel as a group. Students must arrange their own transportation to the Regional History Day competition.

School Contact

There **will** be a representative from our school at this event.
Name: _____ Cell Phone: _____

There **will NOT** be a representative from our school at this event. Please talk to event coordinators at the Event Information desk if you have questions or need assistance.

General Event Schedule

- 4 – 6 pm** **Student Check-In**, Ground Floor, Coffman Memorial Union
- 5 pm** **Judging Begins**, Various rooms, Coffman Memorial Union
- 8 pm** **Exhibit Hall Closes for Final-Round Judging**. Students are not present.
- 8:30 pm** **Awards Ceremony**, Coffman Theater, First Floor

Student Presentation Schedule

Each entry has an assigned time during which students will be interviewed by judges. Before judging, students should check-in, and be at their assigned location at least 15 minutes before the time listed below. If you have a conflict with the time listed below, you must contact the event coordinator as soon as possible! A final schedule is posted online two days before the event. Please check this schedule or at the event information desk for your final presentation time:

<https://www.mnhs.org/historyday/contests-and-judging/regional-events>.

Student Name: _____

Tentative Presentation Time: _____

Tentative Presentation Location: _____

Check-In and Set-Up Upon Arrival

Check-in will take place on the Ground Floor of Coffman Memorial Union. Exhibit and Performance students may use the drop-off lane near the main entrance for project drop-off, but there is no long-term parking here. All students must check-in before setting up. Exhibits will be set up in the Great Hall, on the Ground Floor. Documentary, Performance, and Website interviews will take place in other rooms within Coffman Union. Please allow time to register and get to your judging location at your assigned judging time. [Visit our website](#) with expectations on event attendance or in case of sudden illness.

Category-Specific Notes

- **Exhibit Entries:** Bring your project and four copies of your process paper and bibliography. If you need electricity, you must bring your own extension cord. You are responsible for removing your exhibit when the event is over. Event staff will NOT save projects or bring them back to your school.
- **Documentary Entries:** Bring four copies of your process paper and bibliography. At the contest, you will need to submit a URL (YouTube, Google Drive, Vimeo links, etc.) for a digital copy of the Documentary at the start of your judging time. Judges may use this link to refer to your project during final-round discussions.
- **Performance Entries:** Performance rooms are classroom-size; do not plan on a large stage. You must provide all props. Bring four copies of your process paper and bibliography.
- **Website Entries:** You will be locked out of editing your project one week before the Regional contest. Judges will be reviewing your project during this time in advance of the competition. Upload your process paper and bibliography to the website before the lockout deadline. **Website students should bring a laptop or tablet to the competition to reference during the interview.**

Rules

Complete National History Day rules are available online in the [Contest Rule Book](#).

Interviews

During the interview time, students will discuss their project with judges. Students should not prepare a formal presentation for the interview. Rather, they will respond to judge questions. Questions could cover research, the process of creating the project, or a student's ideas on why their topic is important in history.

Dress Code

There is no dress code for History Day. Students should wear clothing that makes them feel confident!

Public Viewing of Projects

The public is welcome to view Documentaries and Performances as they are presented. The Exhibit Hall is open for viewing during the First-Round of judging. Website interviews are open to the public, however, judges have viewed these projects in advance. Website students will respond to interview questions, rather than present their Website. No audience interruptions of student presentations or interviews, other than by judges, will be permitted.

Final-Round Judging

There may be a Final-Round of judging in the Exhibit and Website categories, but students are not present for this round. Exhibits must remain in the Exhibit Hall until Final-Round is complete.

Food and Merchandise

You are welcome to pack and bring your own dinner/snacks, and there are many food options within walking distance of campus, or that offer delivery. Check for open on campus food options [here](#). T-shirts and mugs will be available for purchase at the event. We accept cash and credit card.

Accessibility and Accommodations

This event is handicap accessible. If you would like to request accommodations, please contact the event coordinator.

Awards Ceremony, Results, and State History Day

The Awards Ceremony is expected to last approximately 30 minutes. Students do not need to be present at the Awards Ceremony to win. Please be assured that event coordinators are working to make results available as soon as possible. State Qualifiers are eligible to attend State History Day on Sunday, April 27, 2025 at the Minneapolis Convention Center.

Results, Comment Sheets, and Photos

Results and event photographs will be available on the Minnesota History Day website the next business day of the event. Judge comments sheets will be available in zFairs or in the mail to teachers within one week.

Questions?

This event is coordinated by staff from the Minnesota History Day program. If you have questions **in advance of the event** you can contact the event coordinator:

Javeriah Chughtai
javeriah.chughtai@mnhs.org, 651-259-3042
<https://www.mnhs.org/historyday>

Directions

This event will take place in Coffman Memorial Union, located on the south side of Washington Avenue on the East Bank of the Mississippi River between the Weisman Art Museum and Hasselmo Hall. If driving, access the event from East River Road Parking Garage: **385 E. River Pkwy, Minneapolis, MN 55455.**

Directions (35W from the south): As you're nearing the downtown Minneapolis area, proceed to make your way to the far right lane to follow exit 16B to merge onto I-94 E towards St. Paul. Once on I-94E, after 1.5 miles or so you will exit on 235B Huron Boulevard. Take a left at the stoplight onto Fulton Street. Continue on Fulton Street SE which becomes East River Parkway. The East River Road parking garage entrance will be on your right.

Directions (35W from the north): Take the University Avenue/4th Street exit. Turn left at University Avenue and head toward the East Bank. Turn right onto Oak Street, then right onto Fulton Street SE. Fulton Street becomes East River Road. The East River Road parking garage entrance will be on your right.

Directions (I-94 from the east): Follow I-94 towards Minneapolis and take the Huron Boulevard exit (235B) (north exit only). Take a left at the stoplight onto Fulton Street. Continue on Fulton Street SE which becomes East River Parkway. The East River Road parking garage entrance will be on your right.

Directions (I-94 from the west): Follow I-94 towards St. Paul and take the Huron Boulevard exit (235B) (north exit only). Take a left at the stoplight onto Fulton Street. Continue on Fulton Street SE which becomes East River Parkway. The East River Road garage entrance will be on your right.



Visit the Coffman Memorial Union Website:
<https://sua.umn.edu/visit/locations/coffman-memorial-union#directions>

Parking

Parking is available in the East River Road Parking Garage. You will pay as you exit. There are no in/out privileges.

Public Transportation

If taking public transportation, you should look-up directions to Coffman Memorial Union.

Bus: There are two bus stops located immediately in front of Coffman

- Washington Ave and Coffman Union Station: South of Washington Ave.
- Washington Ave SE at Coffman Union N: North of Washington Ave.

Light Rail: The East Bank Station on the Green Line stops two blocks east of Coffman Memorial Union on Washington Ave.