

2009

Washington Seminar Frequently Asked Questions

How do I apply for the Washington Seminar? Return the attached application to the Office of Student Services, UR 205, on or before April 24, 2009. Or fax it to 216-687-5398. Detach this page and keep for your records.

Who is eligible to participate? Preference is given to degree-seeking juniors, seniors, and graduate students who are in good academic standing.

When will I hear if I'm accepted? It will take some time to evaluate the applications. The target date for letting students know if they have been accepted or not is May 1, 2009. You will receive notification by e-mail and U.S. Mail.

What additional costs are there? Students pay regular graduate or undergraduate tuition for the Seminar, which is worth 4 graduate or undergraduate credits. A fee of \$300—payable with tuition—is assessed. The Levin College provides lodging (double occupancy) in Washington. Students are responsible for transportation to and from Washington, local transportation in Washington (*this includes parking*), meals and incidentals. The College will not pay for phone calls, room service, and other extra fees.

When does the Washington Seminar meet? The Seminar meets in Washington, D.C. from 12:00 noon on June 27—July 2, 2009 at 5:00 p.m. You will also be required to attend one class session at the Levin College on Tuesday, May 26, 2009 at 6:00 p.m. Attendance at all sessions is **MANDATORY**.

Where in Washington is the group staying? The Levin College provides for lodging on the campus of George Washington University in a GWU dormitory. You will learn more about accommodations at the May 26 meeting. The Seminar ends at 5:00 p.m. on July 2 but rooms are reserved until July 3.

How are we getting to Washington? You must make your own transportation arrangements. Most Washington Seminar participants fly to DC. If you are considering driving, remember that parking in the area of GWU is extremely expensive. More information about transportation will be forthcoming at the May 26 meeting.

What if I can't attend? Once you have submitted an application you can withdraw it by contacting Deborah Brown at d.l.brown@csuohio.edu. If you are already accepted and registered, notify Ms. Brown and drop the class yourself. Please note that all withdrawals, whether you are already registered or not, must be made in writing or by e-mail.

Do I need a security clearance? Yes, some venues require a security clearance. Be sure to bring a photo ID with you, such as your driver's license. Non-US citizens will need to present their passports for Homeland Security clearance. In fact, if you have a passport, bring it, although a passport is not required for US citizens.

What should I pack? You are expected to dress professionally for all scheduled sessions in Washington. Comfortable walking shoes are a good idea. Some sessions start early—7:30 or 8:00 a.m.—and breakfast will not be served. Bring some portable breakfast and snack items for the times you are not able to have a regular meal. Also bring a brief case, backpack, or tote bag to hold materials distributed at each session.

Anything else I should know? You will be required to submit your final paper for the course through Blackboard by July 7. You **MUST** be on time for all sessions—presenters are giving up their time and are willing to share their knowledge, so be polite, be respectful, and don't be late! Remember that it is a class and that YOU are representing CSU and the Levin College.

**Need More Information?
Contact Deborah Brown at
d.l.brown@csuohio.edu
216-687-2138**

Cleveland State University
engagedlearning