



Dear Summer Institute Registrant,

We're looking forward to seeing you soon! A few final things; please read carefully.

- ◆ **THE PARKING AREA** is the large lot on the south side of the Park (PER) Center (no permit needed).
- ◆ Catch the **SHUTTLE BUS** each morning from **7:30 - 8:20 a.m.** at the bus stop across from Studio West, near the Park (PER) Center parking lot (*see map on website*).
- ◆ The Shuttle will ALSO be stopping at the **Country Inn & Suites** to pick up passengers **one time only, at 7:15 a.m.** This is done primarily because the Country Inn is close to campus and we want to help those who won't have a car. If you don't want to leave that early, please drive to the parking area and take the shuttle bus any time up to 8:20 a.m.
- ◆ The Shuttle Bus will drop you off near the Library. It is a short (2-minute) walk to the Sperry Center. Please follow the signs.
- ◆ **Registration check-in is from 7:30 – 8:20 a.m. in the Sperry Center lobby. The Institute will begin at 8:30 a.m. each day in Room 204, Sperry (one level up from lobby).** *Please make every effort to be punctual—for this session and all other sessions. Allow for possible travel delays. We appreciate your effort in this regard, since, out of respect for both Institute participants and presenters, we very much want to keep to our schedule. Thanks!*

To avoid being late, we strongly recommend you try to **catch the Shuttle Bus by 7:45 a.m.** You'll need to be in the registration area no later than 8:00 a.m. to allow adequate time to register, pick up your books, tote bag, and other materials, and proceed upstairs to the Room 204 before the session begins. Nametags will be on a table outside Room 204.

- ◆ In the event of rain, you may want to bring an **umbrella**. (After you park, you'll be standing outside to get the shuttle, and will also have a 2-minute walk to Sperry from the bus drop-off point.) **Rooms may be cool;** we recommend you bring a **sweater**. Last year some participants found the seats to be hard after a while, so you may also want to bring a **cushion**.
- ◆ Lunch, with a vegetarian option, will be provided each day. **Please email Marthe at [character@cortland.edu](mailto:character@cortland.edu) by June 22 if you would like to have a **vegetarian meal**.**
- ◆ There will be a **CHARACTER EDUCATION BOOK SALE** Monday - Wednesday. If you bring a purchase order from your school to buy books or materials, please remember to bring your **tax-exempt certificate**.
- ◆ If someone has an urgent need to reach you during any of the daily sessions and can't get you on your cell phone, our **UNIVERSITY POLICE (607-753-2111)** can get a message to you. **Staff will not be in our offices to receive messages during the Institute.**

Safe travels to Cortland!

Marthe Seales,  
Office Manager, Center for the 4<sup>th</sup> and 5<sup>th</sup> Rs

Tom Lickona  
Director, Center for the 4<sup>th</sup> and 5<sup>th</sup> Rs

Matt Davidson, President  
Institute for Excellence & Ethics