



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). There is construction going on all over campus so there is little parking available elsewhere.
- ◆ 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 ***updated map on website***). **The shuttle will be stopping at the Country Inn & Suites to pick up passengers *one time only*, at 7:15 a.m. The full Shuttle Bus schedule is available at www.cortland.edu/character/institutes.asp.**
- ◆ 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***.
- ◆ Lunch, with a vegetarian option, will be provided each day.
- ◆ There will be optional breakout sessions during lunch each day. If you wish to attend the "Bring Your Best Character Education Practice" session, please bring 50 copies of a one-pager on what's working in your class or school. Any copies that are left over after the session can be put on our "Take One" table. Thanks!
- ◆ 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, our **UNIVERSITY POLICE (607-753-2111)** can get a message to you. **Please give this number to anyone who may need to contact you. Center staff will not be in their offices to receive messages during the Institute.**

Safe travel to Cortland!

Tom Lickona
Director, Center for the 4th and 5th Rs

Matt Davidson
President, Institute for Ethics & Excellence