



2010 Washington Business Week Summer Programs **PACKING CHECKLIST**

Spending Money

The cost of your room, meals, a program t-shirt and the Washington Business Week Program and all program materials are included in your registration fee. The campus bookstore will be open during the week for souvenirs. Snacks are available for sale in vending machines. Bring small denominations and change.

Food

Three meals a day are provided for students except for Sunday (day of arrival: lunch and dinner are provided) and Saturday (day of departure: breakfast only). Meals are served buffet style so that each student may make their own food selections while taking into consideration any dietary modifications they may need.

Clothing

Dress for Washington Business Week is casual. Shorts and summer attire are acceptable. Shoes and shirts are required in all dining halls and buildings. **DRESS MUST BE TASTEFUL AND APPROPRIATE**; if in doubt, wear something else. Dress that constitutes a safety hazard or that disrupts the optimum learning environment is prohibited. Clothing or jewelry that displays illegal/immoral actions or items including alcohol, drugs, gangs, or violence is not to be worn on campus. Bring enough clothes for 7 days. On Friday there will be a presentation given by students in the morning and an awards banquet in the evening. Dress clothes for both events are voluntary, however, dresses, sweaters, slacks, sport jackets and ties are appropriate if you have them. Dress for the dances is casual.

Suggested Items To Bring:

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| <input type="checkbox"/> Calculator | <input type="checkbox"/> T-shirt/Shorts | <input type="checkbox"/> Personal Items (i.e. soap, toothpaste, shampoo, feminine products, etc...) |
| <input type="checkbox"/> Alarm clock | <input type="checkbox"/> Summer Casuals | <input type="checkbox"/> Prescriptions |
| <input type="checkbox"/> Fan (the dorms are not air conditioned) | <input type="checkbox"/> Sneakers (if you want to use the gym facilities) | <input type="checkbox"/> Hair Dryer / Curling Iron |
| <input type="checkbox"/> Wristwatch | <input type="checkbox"/> Jeans | <input type="checkbox"/> Wash Cloth and Towel |
| <input type="checkbox"/> Sunglasses | <input type="checkbox"/> Pajamas | <input type="checkbox"/> Laundry Bag |
| <input type="checkbox"/> Camera/Film | <input type="checkbox"/> Jacket/Sweater | <input type="checkbox"/> Blanket (optional) |
| <input type="checkbox"/> Backpack | <input type="checkbox"/> Dress Clothing | <input type="checkbox"/> Pillow and linens (provided by all universities <u>except Western</u>) |
| <input type="checkbox"/> Spending Money in small denominations! | <input type="checkbox"/> Bathing Suit & Towel (if you want to go swimming) | |

Telephones and Electronic Devices

Cell Phones, CD and MP3 players are allowed at Business Week programs, but do not bring them to program sessions, seminars, and company meetings. CD and MP3 players, cell phones and text messaging must be turned off and headphones removed prior to entering a session or company meeting. This includes games, too! TV's, laptops and other expensive items should not be brought. Washington Business Week will not be responsible for lost, stolen or damaged personal items.

NOTE: Electrical appliances, including refrigerators, are not permitted. Should any medications need to be refrigerated, an RA in the dorm will be equipped with a refrigerator—please see your RA upon registration.

College Credit Form

If you would like to receive college credit, bring the completed college credit form and fee to registration.

KEEP THIS CHECKLIST FOR YOUR RECORDS

Washington Business Week, including Business Week, Healthcare Week, Construction Week, Get AMPT! Manufacturing Week and Advanced Business Week, are programs of the Foundation for Private Enterprise Education, a 501 (c) (3) organization.