

## ACADEMY FOR SUCCESS IN BUSINESS Information

Welcome to ASB 2009. The following is important information for you and your parents.

### Confirmation Information

**Sunday Arrival:** Students check-in between **3:00-4:00 p.m. at Higginson Hall Desk** (#3 on the campus map) on Sunday, **July 5**. Find the campus map at [[www.wvu.edu](http://www.wvu.edu)], select “Visit” under “About Western.”

**Closing Assembly:** All students, their families and friends are invited to attend the Closing Assembly on **Thursday** from 1:00 to 2:00 p.m. in Communications Facility 225 (#30 on your campus map). At this time, presentations and a slide show will allow students to share highlights of their experience.

**Student Check-Out:** All students and their parents, guardians or authorized persons (could be student) must check-out at Mathes Hall following the closing presentations.

**What to Wear:** Dress is casual and suited for summer weather, but must be appropriate to a school setting.

### General Items to Bring:

1. Cameras are welcome.
2. Sleeping bags or linens, pillow and towels are needed, unless linen packs are purchased. **If you do not have these items please let us know, call Pam Whalley at 360-650-4823.**
3. Personal effects such as an alarm clock, coat hangers, laundry soap, and money for laundry machine card if necessary.
4. A small fan (resident halls are not air-conditioned) and/or a desk or book light (optional).
5. Swimsuits, shoes appropriate for recreation.

### Parent's Information

#### Contact Information:

- Peggy Warner 360-650-2617 or Pam Whalley 360-650-4823
- Residential Staff (For evening messages only): **(360) 650-3681.**
- For **extreme emergencies**, contact Debbie Gibbons or Guest Housing's 24-Hour Desk through Campus Police at **(360) 650-3555.**
- **If you need to cancel your registration, please notify Peggy Warner 360-650-2617 as soon as possible.**

Mail for residential students should be mailed early in the week and addressed to:

Name of student  
C/O Academy for Success in Business  
Western Washington University  
Guest Housing/Mail Stop 9195  
516 High Street  
Bellingham, WA 98225

**Housing:** Students will experience living in a "college" community environment. In addition to the academics, they will have the opportunity to participate in fun residence hall activities. Students will stay at **Mathes Hall** (#1 on the campus map). Two students of the same age and gender will share a double room. Boys will be on one floor, girls on another floor. Each room is furnished with two single beds, desks, closets and storage.

- **Keys:** A room key is issued to each student, and it is their responsibility during the week. Keys **must** be turned in **prior** to leaving at the end of the week. **Due to security policies, keys that are reported lost must be replaced and locks re-cored within 24 hours. A key core replacement charge of \$85-\$120 will be billed to parents for each lost key.**
- **Meals:** Three meals each day will be provided in the Viking Commons dining hall. **Students will be given a wrist band at check-in that must be worn all week.** The band will admit them to dining for their meals. A wide variety of food choices are available to meet most dietary needs, including vegetarian and vegan options. Sack lunches will be provided for field trips. If your child has any special dietary needs/requests that were not listed during the registration process, please contact the ASB staff at (360) 650-3308 or EESP.Registration@wwu.edu. Snacks are included in many evening activities.
- **Residential Staff:** An excellent staff is trained as counselors for the program. The appropriate ratio will live in the hall with campers. The counselors provide supervision and guide students through a variety of personal growth activities throughout the week.

**Lost and Found:** Please make sure all belongings are gathered before check-out. *Western Washington University is not responsible for any lost or stolen articles.*

**Personal Funds:** It is recommended that students bring some spending money for incidentals. Students will visit the campus bookstore for personal items, books, souvenirs, sweatshirts and the like. We discourage mailing money to the students at the residence hall.

**Health Services/Medication:** Western Washington University does not house an on-campus infirmary. A 24-hour emergency medical service unit is available at St. Joseph's Hospital for urgent care needs. Parents are responsible for health insurance and for all medical charges. Parents must be prepared to collect their children from **ASB** immediately upon notification from Debbie Gibbons, or the Resident Staff if their child is ill with fever or vomiting, to ensure that illness is not spread to others. If your child is in need of injections or has any other special medical needs requiring assistance, it is the responsibility of the parents to provide that aide. **ASB** staff is not medically trained to do so. Staff will not dispense medication to students, but would be glad to serve verbal reminders to those students taking medication. Staff will not be held responsible for any missed doses of medication or consequences thereof. All medical information and medications must be reported on the SPY registration form, along with complete dosage information.

**Parking: Sunday** - Please follow **ASB** directional signs to parking lot 4R. Please print the 20 minute unload/load permit below and place it on the dash of your vehicle. If you are planning to stay longer than 20 minutes, please call the Parking Office at 360-650-2945 Mon-Fri 7:30 a.m. to 4:30 p.m.

**Thursday Parking** - Please follow the **ASB** directional signs to parking lot 19G, which has been reserved for the closing assembly. You will receive *a permit for 19G parking lot at check-in.* Following the closing assembly, families may move their car to Mathes Residence Hall parking lot, 4R, to ensure a hassle free check out. Please use the unload/load permit below for check-out.

**Restricted parking areas: Reserved, Handicapped, Carpool, Service Vehicle, Fire Lanes.**

**Driving Directions:** take exit 252 (WWU/Samish Way). Follow the signs to WWU. Follow Bill McDonald Parkway and turn right at South College Drive. Turn left on W. College Way. Turn right on Highland Drive. Follow Highland Drive as it curves into West Campus Way. Follow West Campus Way as it turns into Garden Street. Look for **ASB** directional signs.

**Alternate Transportation:**

**Air:** Bellingham International Airport is served directly by Alaska/Horizon and Allegiant Airlines. Students arriving by air can make convenient arrangements for taxi service which costs approximately \$15 each way.

**Bus Transportation:** The Greyhound Bus Company serves Bellingham from Seattle and Vancouver, B.C. Taxi service is conveniently available from the Fairhaven bus depot to the University, and costs approximately \$10 each way.

When taking a taxi, specify "Western's Mathes Residence Hall on High Street" to the cab driver

**DROP-OFF AND PICK-UP  
PARKING PERMIT  
LOT: 4R**

**VALID FOR 20 MINUTES**

If you are staying longer than 20 minutes, please use call the Parking Office.

**EVENT: ACADEMY FOR SUCCESS IN BUSINESS**

**EVENT DATES: JULY 5 and 9**

**Drop-off Time: July 5, 2:45-4:15 PM**

**Pick-up Time: July 9, 2:15 PM**

**-Please place on dash of vehicle-**