

Class Schedule and Information

Day One **Registration & Continental Breakfast: 9:30 to 10:00 a.m.**
Class begins at 10:00 a.m. and ends around 4:30 p.m.

Day Two **Class Begins: 8:30 a.m. (subject to change on Day One)**
Exam will start before lunch (3 Hours; Open Book)
There is no lunch on Day Two as the exam is before lunch.

What to Bring to Class: Several #2 Pencils
 Assorted Highlighters
 Post-it and/or Sticky Notes

Grades: Grades are posted on line--usually within 10 days of end of class.

If you are **not** enrolled in the TAV certification program administered by the Cooper Center for Public Service at the University of Virginia, you must fill out an enrollment form to view your grade on-line. You can download the form at the Cooper Center web site: www.coopercenter.org and click on *Certification Programs* and then download the *Enrollment Form*.

Otherwise to check your grade, please call Beth Watson Bennett at the Center at 434-982-2144 and she can tell you your grade.

Class Location and Directions

The **Frederick County Government Center** is located at **107 North Kent Street** in **Winchester, VA 22601**.

From the South: Harrisonburg, Staunton and points south

From all points south off Interstate 81, take **Exit 313**, Winchester.

Continue on US-17N/US-50W/US-522 N
Stay straight to go onto Millwood Ave.
Turn right onto S. Cameron Street. Go about 0.5 mile
Turn right onto E. Boscawen Street
Take the first left on N. Kent Street
107 N. Kent Street in on the left

For other directions use application such as google map, map quest, etc.

Parking in the **George Washington Autopark** adjacent to the county office building and the hotel.

Hotel Information

George Washington A Wyndham Grand Hotel

103 East Piccadilly Street

Winchester, VA 22601

540-678-4700

<http://www.wyndham.com>

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|---------------------|---|
| Room Block Name: | VATREAS |
| Cut-off Date: | 21 February 2019 |
| Room Rate: | \$94 single/double |
| Hotel Amenities | free Wifi; fitness center and indoor pool |
| Parking | free |
| Cancellation Policy | 24 Hour |

There are a lot of great restaurants in downtown Winchester within walking distance of the hotel.

Directions to the hotel as well as what the hotel offers can be found on their website. The hotel is right next door to the Frederick County Government Center.