



## Class Schedule and Information

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

**Day Two**     **Class Begins: 8:45 a.m. (subject in change on Day One)**  
Exam will start before lunch (2 Hours; Open Book)

**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 a an enrollment form to view your grade on-line. You can download the form at the Cooper Center web site: [www.coopercenter.org](http://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.

## Meeting Location

The **Brittingham-Midtown Community Center** is located at **570 McLawhorne Drive** in **Newport News**. McLawhorne Drive is just off Jefferson Avenue (VA Route 143).  
Phone: 757-591-4853.  
There is plenty of free parking.

Follow the signs once you turn off Jefferson Avenue onto McLawhorne Drive. Enter the main entrance and you will come to information desk. The classroom will be to the left.

### DIRECTIONS

You can use direction websites such as [Googlemap.com](http://Googlemap.com) or [mapquest.com](http://mapquest.com) to obtain directions from your locality to the meeting site. Below are some sample directions.

#### From Richmond:

Take I 64-East. Merge onto Jefferson Avenue/VA-143 East via Exit 255A. Proceed 6.2 miles. Turn right onto McLawhorne Drive. Follow signs for the Community Center.

#### From Suffolk:

Take US-13 North/US-58 East/US-460 East to I-664 North. Merge onto I-664 North towards Newport News/Hampton. Take the Jefferson Avenue/35<sup>th</sup> Street/US-60 West, Exit 5. Keep left to take the Jefferson Avenue ramp. Turn left onto Jefferson Avenue/VA-143 W. Proceed 4.3 miles. Turn left onto McLawhorne Drive. Follow signs for the Community Center.

## Hotel Information

### Marriott Residence Inn Newport News

531 St. Johns Road  
Newport News, VA 23602

**757-842-6214**

**[www.marriott.com/phfn](http://www.marriott.com/phfn)**

Room Block Name:	Treasurers' Association of Virginia
Cut-off Date:	<b>6 September 2019</b>
Room Rate:	\$94 single/double
Hotel Amenities	free Wi-Fi, free breakfast, fitness center
Parking	Free
Cancellation Policy	48 Hours

**Only a limited a rooms have been blocked. If you try and they are full, contact AI at [aws@virginia](mailto:aws@virginia) and he can have them add more rooms to the block.**

The hotel is across from Patrick Henry Mall.

**Click this link to book your room: <https://tinyurl.com/yxsgnc5h>**

## Directions to Residence Inn

### FROM I-64

The hotel is located just off exit 255A on I-64.

The hotel is located 2.8 miles from the UVA/VA Tech Center—about a 6-minute drive down Jefferson Avenue.

Map and directions to the hotel can be found at the Marriott web site at:  
**<http://www.marriott.com/hotels/hotel-information/travel/phfn-residence-inn-newport-news-airport/>**