

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 a 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.

Hotel Information

Fairfield Inn and Suites by Marriott Richmond North West

9937 Mayland Drive
Richmond, VA 23233

804-545-4200

www.fairfieldinn.com/ricfi

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|---------------------|--|
| Room Block Name: | Treasurers' Association of Virginia |
| Cut-off Date: | 30 September 2019 |
| Room Rate: | \$94 single/double |
| Hotel Amenities | free Wi-Fi, free breakfast, fitness center, pool |
| 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 and he can have them add more rooms to the block.

The hotel is approximately 2.1 miles from the University of Virginia Richmond Center.

Click this link to book your room: **<https://tinyurl.com/yxeaew3s>**

For detailed directions from your locality to the Fairfield Inn, go to their website:
<http://www.marriott.com/hotels/maps/travel/ricfi-fairfield-inn-and-suites->

[richmond-northwest](#)
University of Virginia Richmond Center
Room TBA

The **University of Virginia Richmond Center** is located at **2810 N. Parham Road**, Henrico VA 23294 (804-662-7464).

Free parking is available. Do **not** park in spaces marked “**Visitor**”.

From Washington (North)

Take I-95 South to Exit 84B, connecting with 295 North. Continue on 295 North for 10 miles to Exit 53, merging onto I-64 East. Take I-64 East for 3.2 miles to Exit 181 Parham Road. Turn left at the top of the ramp onto Parham Road North. Remain in the left lane for .3 miles and merge into the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Petersburg (South)

Take I-95 North to Exit 79, I-64 West. Travel 5.4 miles to Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Downtown Richmond

Take the RMA I-195 to I-64 West. Exit I-64 via the ramp at Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From the Airport (East)

Take I-64 through Richmond to I-64 West toward Charlottesville. Exit I-64 via the ramp at Exit 181B Parham Road North. This is the first Parham Road exit. Immediately merge over to the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

From Charlottesville (West)

Take I-64 East. Take Exit 181 Parham Road. Turn left at the top of the ramp onto Parham Road North. Remain in the left lane for .3 miles and merge into the left turning lane. Turn left at the stoplight onto Mayland Dr. Turn right onto Operations Center Dr. (3rd entrance on the right). Proceed to the building straight ahead. Use the main entrance to enter the building.

Website can be found at:

<http://www.scps.virginia.edu/locations/location-detail/richmond>