Thank you for choosing to share your Summer with The George Washington University. Our staff looks forward to welcoming you to campus and providing any assistance throughout your stay.

This Summer Guest Pre-Arrival Guide provides a condensed version of the important and helpful information on our website for your convenience. For more detailed information, please refer to www.summerhousing.gwu.edu

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Check In Time
3:00pm

Check Out Time
11:00am

Look for these links on our website

Getting to Campus / Driving, Parking, Buses

The Mount Vernon Campus is located on Whitehaven Parkway off Foxhall Road NW. The entrance to campus is off of Whitehaven Parkway onto Campus Drive.

Mount Vernon Campus Garage
- **Location:** Upon entering on Campus Drive the garage is located on the left just before the clock tower.
- **Hours:** Open 24/7
- **Payment:** Self-service garage for visitors

Street Parking
Limited street parking is available at metered spots. The DC zoned parking program generally limits all non-metered on-street parking to a maximum of 2 hours for visitors. Please be sure to obey all D.C. Residential Parking Permit and Zone regulations.

Permit Parking
Groups interested in pre-purchasing permit parking should contact their Lead Summer Assistant during the contract process to assure the parking permit will be ready for pick up upon check-in

Bus Parking
The Mount Vernon Campus has limited parking available for charter buses.
- All pickup and drop off for charter buses must take place in the staging area behind West Hall. Buses are not permitted to stop on Whitehaven Parkway.
- Buses must enter campus from Whitehaven Parkway via the second campus entrance.
- Buses must follow the one way traffic pattern to assure appropriate turning radius for travel through campus.

Learn More at: www.summerhousing.gwu.edu/parking

Traffic Pattern
The Mount Vernon Campus is a one way traffic pattern. All traffic must follow posted traffic directions on campus to assure pedestrian safety and to avoid conflict with the Mount Vernon Express shuttle buses.

Vern Express
The Vern Express provides transportation between GW’s Foggy Bottom and Mount Vernon campuses. A typical one-way trip takes 10-15 minutes, although passengers are encouraged to allow extra time during periods of heavy traffic, typically 7:00am-10:00am and 3:00pm-7:00pm.

- **Weekday:** 6:00am - 11:00pm, Every 15 Minutes
- **Weekend:** 8:00am-6:00pm, Every 15 Minutes
  6:00pm-11:00pm, Every 30 Minutes
- **Holidays:** 8:00am - 1:00am, Every 30 Minutes

**Foggy Bottom Shuttle Stop:** 23rd and G Streets, NW, Funger Hall
**Mount Vernon Shuttle Stop:** The Quad by Somers Hall

Learn More at: www.summerhousing.gwu.edu/vex
Getting to Campus / DCA, IAD, BWI, and Union Station

From Regan National
- The Metro Station is directly accessible from the Concourse level in Terminals B&C across from the information desks.
- Board the Blue Line in the direction of Largo Town Center.
- Arrive at the Foggy Bottom-GWU Station.

From Dulles
- Purchase tickets and board the Silver Line Express Bus at Door #4 on the Arrivals level of the Main Terminal.
- At the Wiehle-Reston East Metrorail Station board the Silver Line in the direction of Largo Town Center.
- Arrive at the Foggy Bottom-GWU Station.

From BWI
- The BWI Express/B30 Metrobus is located on the lower level of Concourse A&B or E; look for the "Public Transit" signs.
- At Greenbelt Station, board the Green/Yellow Line in the direction of Branch Ave/Huntington.
- Transfer at L'Enfant Plaza to the Orange/Blue/Silver Lines in the direction of Vienna/Franconia/Wiehle.
- Arrive at the Foggy Bottom-GWU Station.

From Union Station
- The Metro Station is located on the street level, First Street NE side of Union Station.
- Board the Red Line in the direction of Shady Grove.
- Transfer at Metro Center to the Orange/Blue/Silver Lines in the direction of Vienna/Franconia/Wiehle.
- Arrive at the Foggy Bottom-GWU Station.

Guests can continue to the Mount Vernon Campus via the Vern Express located on G St. between 22nd and 23rd Streets.

Learn More at: www.summerhousing.gwu.edu/traveltocampus
Check-In for Short-Stay Groups (3-20 nights)

All Summer & Conference Check-In is operated through a central location. Please keep in mind that this may not the building in which your group will be hosted. Please plan your transportation and luggage needs accordingly.

- All groups must have paid their balance in full prior to check in
- Check-in occurs at 3:00pm
- Group Coordinators will review the participant roster and room assignments and sign for all keys and access cards
- Group Coordinators will receive all keys and access cards for their participants organized by last name
- Access card and key distribution to summer guests will take place at a location chosen by the conference coordinator

Check-Out for Groups

- Check-out occurs at 11:00am
- Groups may request a second set of pre-labeled key envelopes to facilitate the check-out and return process
- Rooms must be cleaned to the point where they can be broom swept at check-out, any rooms requiring additional cleaning will incur a fine
- A charge of $150 will be applied to your account for lost keys and $50 for lost access cards
- Once a group returns their keys and access cards you will not have access to your building or rooms, please plan your travel and luggage needs accordingly
- Hint: Keep all keys and cards organized by both room and participant so any lost charges can be assessed to the correct individual

Learn More at: www.summerhousing.gwu.edu/groupcheckin

Sustainability

We strongly encourage groups to build organized donation efforts into their check-out process. Community Recycling bins can be found across campus and allow you to give your gently used goods a second life. More than 98% of the clothes, footwear, and bags collected are destined for reuse domestically or internationally. Donation containers are located in West Hall on the Mount Vernon Campus.

Learn More at: www.summerhousing.gwu.edu/sustainability
Services for Guests

Maintenance Requests
All maintenance requests for Short-Stay Groups staying 3-20 consecutive nights must be communicated by the Group Coordinator. Group Coordinators should contact the Summer & Conference Housing office who will submit a FIXit request on your behalf. Call: 202-994-6883

Internet
Short stay guests are provided with internet access in 72-hour increments. Accounts may be renewed at the conclusion of that time.
- Connect to the GWConnect wireless network
- Open a browser window and try to navigate to a webpage to load the GWConnect log-in page
- Create a guest account under "Self Registration" which grants network access for 72 hours per registration
- Additional Instructions can be found here: Connecting to the GWconnect wireless network

Learn More at: www.summerhousing.gwu.edu/tech

SUMMIT Outdoor Challenge Course
This low ropes course is perfect for incorporating team-building and leadership development into your groups program. It utilizes a variety of activities, such as team initiatives and problem solving, to teach and reinforce team concepts such as communication, creative problem solving, and conflict resolution. Through debriefing sessions, lessons learned during the program are integrated into useful applications to real life situations.

If interested in booking a SUMMIT session for your participants let your Lead Summer Assistant know at any point during your contract process of before arrival.

Fitness Center
The Fitness Center is located on the B1 level of West Hall. Equipped with free weights, treadmills, adaptive motion trainers, ellipticals, and recumbent bikes. Summer hours are Sunday to Saturday, 7:00am-8:00pm
Room Inspections
To ensure you are healthy and safe during your stay, the Office of Risk Management will either lock or confiscate prohibited items found during inspections which may occur during the Summer.

Look for this link on our website

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What to Pack for Short Stay Groups (3-20 Nights)

All residence halls are partially furnished with:
- Twin-sized bed
- Desk
- Closet or wardrobe
- Microwave
- Refrigerator
- Coin-operated laundry facilities
- Internet, cable TV

Short-Stay conference groups will also receive:
- Hand Soap and Toilet Paper
- 1 Pillow, 1 Pillowcase, 1 Blanket, 1 Sheet, 2 Towels
- Internet Access distributed by your Group Coordinator

What Not to Bring
The following items are prohibited:
- Additional Furniture
- Pets
- Non-surge protected extension cords
- Halogen Lamps
- Kitchen Appliances in rooms without a kitchen
- Candles and Incense
- Flammable Liquids
- Explosives, including fireworks
- Weapons, including switch-blade and butterfly knives, spears, swords souvenir weapons or chemicals
- Firearms, including ammunition, taser or pellet/BB/air/paintball guns
- Alcohol, if under age
- Illegal drugs and drug paraphernalia

Learn More at: www.summerhousing.gwu.edu/whattopack
Local Resources / Dining and Shopping

Mount Vernon’s location in a residential neighborhood means that within a short scenic walk from campus you will enjoy all the conveniences and feel of strolling down a quaint “Main Street” in DC’s Palisades Neighborhood. We encourage all Group Coordinators to set clear expectations of their group participants regarding the freedom to leave campus.

Neighborhood Essentials
- Safeway: 4865 MacArthur Blvd, NW.  202-337-5649
- CVS: 4859 MacArthur Blvd, NW.  202-965-6548
- Domino’s Pizza: 3255 Prospect St., NW.  202-342-0100
- 7th Hill Pizza: 4885 MacArthur Blvd, NW.  202-506-2821
- Jetties Sandwiches, Salads, Ice Cream: 1609 Foxhall Rd, NW.  202-965-3663
- Bambu Asian Gourmet and Sushi Bar: 5101 MacArthur Blvd, NW.  202-364-3088

In the City on Metro Lines
- Bed Bath & Beyond: 709 7th St NW
  - Orange/Blue/Silver Lines transfer at L’Enfant Station to Yellow/Green Lines to Gallery Place/China Town Station
- Target, Best Buy, and Bed Bath & Beyond: 3100 14th St NW
  - Orange/Blue/Silver Lines transfer at L’Enfant Station to Yellow/Green Lines to Columbia Heights Station
- Bed Bath & Beyond and Fashion Centre at Pentagon City: Pentagon Row, 900 Army Navy Drive Arlington, VA 22202
  - Blue Line to Pentagon City Station
- Costco and Best Buy: 1201 S Hayes St Arlington, VA 22202
  - Blue Line to Pentagon City Station

Outside of the City by Driving
- Target, Best Buy, Staples, Old Navy, Sports Authority, T.J.Maxx, Etc: Potomac Yard Center, 3671 Jefferson Davis Hwy Alexandria, VA 22305
- Ikea Maryland: 10100 Baltimore Ave College Park, MD 20740
- Ikea Virginia: 2901 Potomac Mills, Woodbridge, VA 22192

Note that the information above are merely suggestions, GW does not officially endorse any private retail store or shopping area.

Learn More at: summerhousing.gwu.edu/local
Campus Rules & Regulations

In the interest of creating a safe and positive environment for all residents and guests, it is necessary to set conduct guidelines that all guests of The George Washington University must adhere to. By choosing to stay on either the Foggy Bottom campus or the Mount Vernon campus, guests agree to follow all rules and regulations set forth in the Residential Community Conduct Guidelines (RCCG), available at: www.summerhousing.gwu.edu/rules.

As defined in the Code, a GW student is “any currently enrolled person, full-time or part-time, or on continuous enrollment, pursuing undergraduate, graduate, or professional studies, whether or not in pursuit of a degree or of any form of certificate of completion.” The guidelines established in the Code, RCCG and the Summer Housing License Agreement apply to all individuals; however, only academic year GW students and non-GW academic-year student attending Summer 2015 courses are entitled to a disciplinary process. For all others, policy violations will normally result in a warning (for minor violations) or immediate termination of the Summer Housing License Agreement (for serious and/or repeated minor violations). The University may take immediate possession of the room occupied by the Licensee for a violation of any terms of this Summer Housing License Agreement and without refund to the Licensee. Reports of violations of University policy received from the University Police Department, GW Housing staff, and/or any other GW Department are considered factual and accurate, and are the basis for decisions rendered for individual Licensees.

Learn More at: www.summerhousing.gwu.edu/rules

Campus Emergencies

In the event of a campus emergency or if you are in danger, call the GW Police Department at 202-994-6111

If 911 is contacted, it will bypass university police and response time may be slower.

The GW Police Department has officers on patrol 24 hours a day to ensure that our guests are protected during their stay. GW campuses are very safe, but it is important to be aware of your surroundings since the campus is located in an urban setting. In addition to utilizing University Police, we do invite you visit the Campus Advisories Website in order to make sure you are up to date on campus and DC emergencies.

If there is a fire alarm in the building, please exit the building at the closest exit and proceed across the street from the building at least 250 feet away from the entrance and await further instructions by University Police of a GW Staff Member.

Learn More at: www.summerhousing.gwu.edu/safety