



College of Excellence (COE) Frequently Asked Questions 2017

Where is COE?

This year COE will be held at Hampden-Sydney College in Hampden-Sydney, Virginia (approximately 1.5 hours west of Richmond, Virginia).

What is COE?

COE is a four-day (2 half and 2 full days) leadership institute. The focus of the program is on the Social Change Model. Participants will leave with a better understanding of how their unique personalities and leadership styles can strengthen their Chapter and community. In order to achieve this goal, registrants will participate in a ropes course that will include both low and high elements, participate in a community service event, and enjoy a favorite pastime, Chi Phi Olympics. Registrants will be divided into small groups and have ample opportunity to work with their small group/Facilitators, along with downtime to interact with other Brothers and Alumni.

When is COE?

The program begins Monday, June 19, 2017 at 3:30 p.m. and ends at 11:00 a.m. on Thursday, June 22, 2017.

How do I register for COE?

You will register through Chi Phi Connect. If your travel plans are confirmed at the time of registration, please include details. If not, you can call the National Office once they are confirmed and we will update that information for you.

If I register for COE am I automatically registered for Congress?

No! Please note that these are indeed two different registrations. You will find both registration links on Chi Phi Connect and will need to complete both separately.

Do we have to send the same two people to COE as we send to Congress?

No! You are welcome to send two delegates to COE and two different delegates to Congress. However, if the same delegates want to attend both programs, they are welcome to do so.



What are the dates for Congress?

June 23-25, 2017. Congress will be located at the Hilton Richmond Downtown (in Richmond, VA). Participants who attend both COE and Congress are responsible for their own hotel room Thursday night and through the duration of Congress.

When do I need to arrive to COE?

If DRIVING: you should plan to arrive at the residence hall between Noon and 1:00pm on Monday, June 19th. This will allow time to check-in, change clothes, and check out the facility.

If FLYING: your flight arrival time should be no later than 1:00 p.m. on Monday, June 19th. Your departure time should not be before 2:00 p.m. on Thursday, June 22nd.

What do I need to bring?

Clothing:

For Daily Activities – Shorts, t-shirts, jeans, and other casual attire are the norm throughout the institute. You may choose to bring a light jacket in case of rain.

For Recreation Time – You may choose to bring running gear, Frisbees, and other items to use during recreation time. Unfortunately, we do not have access to university athletic facilities.

For Teambuilding Activities – Please bring appropriate clothes for teambuilding activities on the first day and later during the Institute. Tennis shoes or closed toed shoes are required for these activities. Consider bringing some clothes that you wouldn't mind getting dirty for teambuilding and community service.

For Graduation – Bring business casual attire for the graduation ceremony at the close of the program (khakis, collared shirt).

Personal Items:

Toiletries – Please pack your own soap, shampoo, shower shoes, sunscreen, bug spray, and other necessary items for your stay at the residence hall. Linens will be provided, but you do need to bring a towel.

Items to Swap:

Feel free to pack some appropriate fraternity t-shirts to exchange with other Brothers. You may also bring recruitment brochures, scholarship programs, risk management materials, New Member Programs, etc. to share with other participants.



Other Items:

Spending CASH – Although most of your expenses are covered, bring some spending money in case you forgot anything. The COE schedule is packed, but you may have time either prior to the start of the program or immediately following it to shop in the campus bookstore.

How long do I have to register?

The deadline to register is *Sunday, June 4, 2017*. Once we receive your registration application, we will send you a confirmation e-mail with additional details about the program.

What is the cost to attend COE?

Participant's only cost is travel to and from Hampden-Sydney, VA. Each participant receives a scholarship from the Trust, which covers all costs associated with the program (meals, lodging, etc.). For those driving, there will may be a fee to park on campus. More information will be coming regarding pricing as soon as it is available.

What happens if I can not attend COE after registering?

If your plans change prior to Sunday, June 4th, 2017, then there will not be any repercussions for not attending. However, if you are unable to attend after this date then you must either find a replacement to attend the institute or the Chapter will be fined \$300. Also, note if the Lead Facilitator(s) deem that you are unable to complete the program (due to behavior/misconduct) then you will be sent home. The Chapter will be fined \$300 and you will be responsible for your own transportation back to Richmond, VA.

Can we use CEF to cover travel costs to COE?

Yes! The request to use funds must be made to the Trust by a member of your Alumni Association or Chapter Advisory Board by no later than *Monday, May 15, 2017*. Please contact Laura Landry (landry@chiphi.org) for more information.

What if I am also staying for Congress?

If you are staying for Congress, then you may be interested in attending the Leadership Dinner sponsored by the Educational Trust Thursday evening (June 22nd). **Note: You must be a member of the Men of 1824 Program in order to participate in this dinner. (6:00 p.m. – 9:30 p.m.) (*Business attire – coat and tie).*



What if I want to attend the Leadership Dinner, but I'm not a member of the Men of 1824?

You are more than welcome to join the Men of 1824 program so that you can attend the Leadership Dinner! Reach out to Laura Landry (landry@chphi.org) no later than June 2nd. The standard minimum \$25 donation will be required.

How do I get to COE from the airport?

A member of the National Staff will meet you at the airport to shuttle participants to campus. Please wear Chi Phi letters so you are easy to locate. You will receive more details about this process the week prior to COE.

Where are we staying? Parking?

Participants will be staying in an apartment style complex on campus (Hampden Units). Bedding and a towel are provided; however, you will need to bring a pillow. There will be four participants to each apartment, with two people in each bedroom. There are also two bathrooms in each apartment.

Free parking is available directly behind the apartments. Check in will be at Crawley Forum—a building adjacent to the dorms. It is at check in where you will receive all your information for the program as well as your room assignment/key.

What if I have additional questions not answered in this document?

Feel free to reach out to either Erin Caldwell, Director of Member Services, at Caldwell@chphi.org or your Field Executive. We'll be more than happy to help answer any questions you may have!