



## ARRIVAL AND DEPARTURE INFORMATION

### Oregon 4-H Outreach Leadership Institute Part I: "College Preparation" 2018

On behalf of the Oregon State University 4-H Outreach Team, we want to notify you that we are ready to share our knowledge at the Oregon 4-H Outreach Leadership Institute (Part I) from **November 16 to November 18, 2018**.

**Emergencies:** If a family has an emergency and needs to reach their child, call Mario Magaña at **(503) 931-7206** in English or Spanish 24 hours a day. Jaime Guillen at 541-619-1870. Or Olivia Guillen at 541-220-8559

**What to bring:** A checklist is attached for your convenience.

**Do not bring:** Alcohol, non prescribed drugs, knives, firearms, lighters, fireworks, radios, MP3 players, iPod, iPad, etc.  
Note: Cell phones are allowed. However, they must be put away during presentations and workshop sessions.

**Transportation:** All students and volunteers must provide their own transportation to and from the Institute. If the student is younger than 18, we encouraged that the student be picked up and dropped off by their parents to the Institute. If you have any questions regarding this matter, you are welcome to contact us at (541) 737-8798 or (541)737-0925 or 541-737-4660 via email [jaime.guillen@oregonstate.edu](mailto:jaime.guillen@oregonstate.edu) or [4h.outreach@oregonstate.edu](mailto:4h.outreach@oregonstate.edu)

**Check in:** Arrival time is at **5:30 p.m. on Friday, November 16<sup>th</sup>** at Comfort Suites 1730 NW 9<sup>th</sup> Street, Corvallis, OR 97330  
**Students will be randomly assigned their room according to their age and gender (boys and girls will be in separate rooms). Two students of the same gender will be assigned to share a queen-sized bed. If any student wishes not to share a bed for any reason, we ask that, you bring a sleeping bag and pillow.**

For those students that have prearrange with us and will not be staying overnight or attending the full Institute, they need to check in Saturday (**November 17<sup>th</sup>**) morning at 7:30 am at the same location.

If anyone must arrive late, please, notify **Mario Magaña at 503-931-7206**, or **Jaime Guillen at 541-619-1870**. When arriving to the Institute, make sure to check in.

**Check out:** For those of you that will be picked up by your parents/guardians/teachers, they should arrive promptly at **11:30 a.m. on Sunday, November 18<sup>th</sup>**. Pick up/check out will be in the same location as check in.

If you will be leaving the Institute early, please **fill out the early release form** and let us know and make sure to check out.

**Food:** We provide three meals a day and snacks in the evenings.

**Camp Staff:** The camp director is Mario Magaña Álvarez, and the director assistant is Jaime Guillen and Olivia Guillen. We also have personnel from OSU, volunteers, parents, class instructors, and 4-H Extension agents.

**Insurance:** Group medical insurance coverage has been provided for students during the event through American Income Life Insurance Company.

**Change of Plans:** If your plans change and you will not be able to attend the Institute, let us know as soon as possible so that someone on the waiting list will be able to take your place. Please, contact Jaime at 541-**619-1870**. You are also welcome to email us at [4h.outreach@oregonstate.edu](mailto:4h.outreach@oregonstate.edu). Or at [jaime.guillen@oregonstate.edu](mailto:jaime.guillen@oregonstate.edu)



## What to Bring to OLI Part I 2018

I have in my suitcase:

- Clothes for all the three days
- One pair of comfortable shoes
- Flip-flops for the showers
- Warm pajamas
- 3 pairs of socks
- At least 3 changes of underwear
- Warm jacket, raincoat, or sweater

I have also packed:

- Soap and shampoo in containers
- An extra back pack or bag to carry shower items/or wet clothes
- Toothbrush and toothpaste
- Comb and/or brush
- A towel for bathing
- Washcloth
- Pillow (optional)
- Sleeping bag or bedrolls and/or inflatable mattress (optional)
- 3 blankets
- Paper to write
- Pencil/pen
- Disposable camera (optional)
- Prescribed medicine if needed
- Ideas for skits, plays, stories, or songs

**Mark all belongings** with waterproof ink or nametags. The 4-H program is **NOT** responsible for any unmarked articles left behind like cell phones, digital cameras, iPods, jewelry, etc.

Upon arrival at the Comfort Suites, students will check-in and they will be assigned rooms for the night where they are able to unpack and leave their possessions for the weekend. Approximately, at 7:00pm, motor pool vehicles will escort the students to OSU Campus to kick-off the Oregon 4-H Outreach Leadership Institute.