



Music for All Summer Symposium, presented by Yamaha

STUDENT CHECK IN/CHECK-OUT INFORMATION

June 25-June 30, 2018 • Leadership Weekend Experience: June 23-24 • Ball State University, Muncie, IN



Arrival to Ball State University Campus

Arriving:	When & Where do I get my room keys?	When & Where do I register?	What dorms do we stay in?	What can I do when I arrive early?	What if I arrive after check-in closes due to travel delays?	What if I am driving to campus?
Friday, 6/22 Early Arrival to Leadership Weekend Experience	8 a.m. - 11 p.m. Keys can be picked up at the dorm you will be staying in: DeHority Complex Park Hall Klippel Hall Baker Hall Johnson Complex	Saturday, June 23 8 a.m. - 1 p.m. Student Recreation Center 122 It is recommended to check into your dorm BEFORE registering	DeHority Complex Park Hall Klippel Hall Baker Hall Johnson Complex	Friday 6/22: An activity sponsored by Music for All will take place at 6 p.m. in the Student Union. All students are REQUIRED to attend the activity unless directly supervised by a parent/guardian or teacher/chaperone. More information can be found on the Early Arrival/Late Departure Information document.	Any student arriving after the front desk of the dormitory has closed (11 p.m.) should call the Music for All Hotline at 877-643 6043. All dormitory doors will be locked after 11 p.m.	You will be given a complimentary parking pass when you receive your room key and meal card. Parking will be valid for ONLY the lots designated on the parking pass. REMINDER: ALL STUDENTS who drive to campus MUST turn in their car keys to their SWAG (camp counselor) at registration.
Saturday, 6/23 Arrival to Leadership Weekend Experience				Sunday, 6/24: An activity sponsored by Music for All will take place at 6 p.m. in the Student Union. All students are REQUIRED to attend the activity unless directly supervised by a parent/guardian or teacher/chaperone. More information can be found on the Early Arrival/Late Departure Information document.		
Sunday, 6/24 Early Arrival to Symposium	8 a.m. - 11 p.m. Keys can be picked up at the dorm you will be staying in: DeHority Complex Park Hall Klippel Hall Baker Hall Johnson Complex	Monday, June 25 8 a.m. - 1 p.m. Student Recreation Center 122 It is recommended to check into your dorm BEFORE registering				
Monday, 6/25 Arrival to Symposium						

Departure from Ball State University Campus

Departing:	When & Where do I check-out?	What do I do with my room key?	What if I do not turn in my room key?	If I'm departing late on Sunday, what can I do on Saturday evening?	Can I check out early?	I reserved a shuttle, how do I know what time my shuttle leaves?
Sunday, 6/24 Early Departure from Leadership Weekend	Please see a member of the SWAG Team for time & instructions You may check-out with the front desk of the dorm you are staying in.	A member of the SWAG Team will provide you with specific instructions regarding your check out procedure.	A \$60 fee will be imposed for each key that is not turned in upon departure.		If travel arrangements dictate a departure earlier than this time, Music for All must have a parent-signed early departure release form on file for each student. Contact Music for All at symposium@musicforall.org to make arrangements in advance.	A member of the SWAG Team will provide you with specific instructions regarding your check-out and shuttle procedures during camp.
Monday, 6/25 Attending Leadership Weekend Only	8 a.m. - 12 p.m. You may check-out with the front desk of the dorm you are staying in.	Room keys are to be turned in during check out in your dorm's lobby. If the dorm's front desk is closed, a key drop box will be available.				
Saturday, 6/30 Departure from Symposium	3 p.m. - 5 p.m. You may check-out with the front desk of the dorm you are staying in.	Room keys are to be turned in during check out in your dorm's lobby. If the dorm's front desk is closed, a key drop box will be available.	A \$60 fee will be imposed for each key that is not turned in upon departure	An activity sponsored by Music for All will take place at 6 p.m. in the Student Union. All students are REQUIRED to attend the activity unless directly supervised by a parent/guardian or teacher/chaperone. More information can be found on the Early Arrival/Late Departure Information document.	Symposium ends at 3 p.m. on Saturday, June 30. If travel arrangements dictate a departure earlier than this time, Music for All must have a parent-signed early departure release form on file for each student. Contact Music for All at symposium@musicforall.org to make arrangements in advance.	A member of the SWAG Team will provide you with specific instructions regarding your check-out and shuttle procedures during camp.
Sunday, 7/1 Late Departure from Symposium	7 a.m. - 9 a.m. You may check-out with the front desk of the dorm you are staying in.					

* If you are arriving on Friday, June 22 or Sunday, June 24, dinner will be provided for you at the Student Social Activity. Breakfast will be available to you the following morning after you pick-up your meal card at registration.