**HOTEL INFORMATION**

**Program Location:** The Program will be held at the Hilton Memphis.

**Welcome Committee:** Participants arriving at the hotel will be greeted by team leaders/returning second year participants. They will assist with any questions and information needed to make your ILAM experience start on a positive note. An activity for Saturday arrivals is also planned.

**Lodging:** The ILAM registration fee includes tuition, instruction, and class materials. Registrants will receive a housing link for reserving their hotel room within the ILAM housing block for days of the event. The negotiated rate includes breakfast and dinner meal tickets that can be used at the Hilton. Additional lodging options are also available through the housing link or by contacting the hotel directly. Room reservations will be handled on a first-come, first-served basis as received by either location. You will be responsible for any additional charges or incidentals made at the hotel (room service, telephones, etc.). You will be requested to present a major credit at the time of check-in to cover any additional expenses you may incur at the hotel.

- *The Hilton Memphis*
EXTRACURRICULAR ACTIVITIES
ADDITIONAL MISCELLANEOUS EXPENSES

The class president is responsible for the planning of any scheduled activities outside of class. Participants will be contacted concerning any additional costs pertaining to these activities as they are not covered by the registration fee. These events are not part of the official ILAM program. Since these are extracurricular activities, participation is strictly voluntary. For those who wish to venture out to see the sights will be on your own and must coordinate your own transportation. Please understand that the "group liability insurance coverage" is not applicable when students leave the campus for "on your own" activities.

Downtown Memphis Sightseeing and Beale Street
Each year the majority of the participants will go to downtown Memphis for sightseeing and to visit Beale Street, which is the Heart of Memphis Music and Entertainment and considered one of America’s most famous streets.

Thursday Night After Party
A “Graduation Night Dance Party”, which is planned and coordinated by the Class President and Team Leaders, will immediately follow the conclusion of the banquet. A DJ is not provided but students are welcomed to play their own music off of an electronic device. This party takes place after the social networking hour in the hotel lobby.

Other Activities
There is an activity planned for anyone that wishes not to go to Downtown Memphis or Beale Street.

ATTIRE

Memphis will be in the late stages of spring or early stages of summer by the middle of May. Plan on warm to hot days, warm to cool evenings, and a possible rain shower or two. Rooms do tend to get a little cold and you should dress accordingly.

Appropriate dress for class will be "business casual" - comfortable, casual slacks, khaki pants/slacks/skirts, button down shirts, polo’s, otherwise nice pair of jeans and a nice shirt (no torn or cut-off jeans).
The ILAM banquet and graduation ceremony is a dress affair -- nice dresses for the ladies and coats and ties for the gentlemen, please.

SILENT AND LIVE AUCTIONS

Silent and live auctions are held at the Thursday night banquet. Each participant is asked to bring an item such as wildlife paintings, statuettes, books, ties, mugs, posters, jewelry, jackets, football tickets, caps and t-shirts, etc. to donate for the auctions. The proceeds of the auction will be used to help a new or returning participant attend ILAM with financial support awarded via a scholarship. Note: Only cash and checks will be accepted for payment for auction items.

- **Silent Auction** - Opens on Monday, so voting will happen all week and it will close on Thursday afternoon.
- **Live Auction** - The live auction items area are selected from the items donated and this will happen during the reception before the Thursday night banquet.
**ILAM “Generic” SCHEDULE**

**LEVEL 1**

**Sunday**
- 11:00 a.m.-1:30 p.m. Registration
- 11:00 a.m.-1:30 p.m. Lunch
- 1:45-2:30 p.m. Orientation
- 2:30-3:30 p.m. Opening Speaker
- 3:30-3:45 p.m. Break
- 3:45-5:00 p.m. Opening Speaker
- 5:00-6:00 p.m. Reception
- 6:00-7:00 p.m. Dinner
- 7:00-9:00 p.m. Team Activities

**Monday**
- 8:00-10:00 a.m. Class
- 10:00-10:15 a.m. Break
- 10:15 a.m.-12:15 p.m. Class
- 12:15-2:00 p.m. Lunch
- 2:00-4:00 p.m. Class
- 4:00-4:15 p.m. Break
- 4:15-5:15 p.m. Class
- 5:30 p.m. Dinner
- 7:00-9:00 p.m. Team Activities

**Tuesday**
- 8:00-10:00 a.m. Class
- 10:00-10:15 a.m. Break
- 10:15 a.m.-12:15 p.m. Class
- 12:15-2:00 p.m. Lunch
- 2:00-4:00 p.m. Class
- 4:00-4:15 p.m. Break
- 4:15-5:15 p.m. Class
- 5:30 p.m. Dinner
- 6:30 p.m. Skit Preparation

**Wednesday**
- 8:00-11:30 a.m. Skit Preparation
- 11:30 a.m.-1:00 p.m. Lunch
- 1:00-3:00 p.m. Class
- 3:00-3:15 p.m. Break
- 3:15-5:15 p.m. Class
- 5:15-6:30 p.m. Dinner
- 7:00-10:00 p.m. Skit Night

**Thursday**
- 8:00-10:00 a.m. Class
- 10:00-10:15 a.m. Break
- 10:15 a.m.-12:15 p.m. Class
- 12:15-2:00 p.m. Lunch
- 2:00-4:00 p.m. Class
- 4:00-4:15 p.m. Break
- 4:15-5:00 p.m. Total Program Evaluation & Class President Election
- 5:30 p.m. Class & Team Photos
- 6:00 p.m. Social/Auction
- 7:00 p.m. Banquet
ILAM “Generic” SCHEDULE
LEVEL 2

Sunday
11:00 a.m.-1:30 p.m. Registration
11:00 a.m.-1:30 p.m. Lunch
1:45-2:30 p.m. Orientation
2:30-3:30 p.m. Opening Speaker
3:30-3:45 p.m. Break
3:45-5:00 p.m. Opening Speaker
5:00-6:00 p.m. Reception
6:00-7:00 p.m. Dinner
7:00-9:00 p.m. Team Activities

Monday
8:00-10:00 a.m. Class
10:00-10:15 a.m. Break
10:15 a.m.-12:15 p.m. Class
12:15-2:00 p.m. Lunch
2:00-4:00 p.m. Class
4:00-4:15 p.m. Break
4:15-5:15 p.m. Class
5:30 p.m. Dinner
7:00-9:00 p.m. Team Activities

Tuesday
8:00-10:00 a.m. Class
10:00-10:15 a.m. Break
10:15-12:15 p.m. Class
12:15-2:00 p.m. Lunch
2:00-4:00 p.m. Class
4:00-4:15 p.m. Break
4:15-5:15 p.m. Class
5:30 p.m. Dinner
6:30 p.m. Skit Preparation

Wednesday
8:00-11:30 a.m. Skit Preparation
11:30-1:00 p.m. Lunch
1:00-3:00 p.m. Class
3:00-3:15 p.m. Break
3:15-5:15 p.m. Class
5:15-6:30 p.m. Dinner
7:00-10:00 p.m. Skit Night

Thursday
8:00-10:00 a.m. Class
10:00 - 10:15 a.m. Break
10:15 –12:15 p.m. Class
12:15-2:00 p.m. Lunch
2:00-4:00 p.m. Case Studies
4:00-4:15 p.m. Break
4:15-5:00 p.m. Total Program Evaluation
5:30 p.m. Class & Team Photos
6:00 p.m. Social/Auction
7:00 p.m. Banquet