

GRANDPARENTS UNIVERSITY

PROGRAM PREPARATION GUIDE

ORIENTATION

A virtual orientation is scheduled for Monday, June 17 at 12 p.m. ET. Orientation is not required, but is strongly encouraged, even for past participants as there is always new information each year. We'll review the program rules and expectations, and you'll have the opportunity to ask any questions before arrival. A recording of the presentation will be available upon request.

- Zoom link: <https://msu.zoom.us/j/96017200609>
- Zoom password: GPU

PACKING LIST

To assist with your packing, refer to our recommended [Packing List](#).

ARRIVAL

- All participants should arrive on campus between 8 – 10 a.m. Tuesday, June 25.
- This year, all housing will be in East and West Holmes Hall which are located at the corner of Hagadorn Rd and Shaw Ln. If our room number says HME#, arrive on the east side of the building and if it says HMW#, arrive on the west side of the building.
 - When you arrive, park in front of the main entrance to your hall.
 - You'll be greeted by GPU volunteers and MSU staff who will help you unload your vehicle and place your belongings in a cart.
 - Inform the MSU staff member of your last name, room number and your family ID.
 - MSU staff will take your belongings to your room. You do not need to stay with your belongings at this time. Grandparents, please make sure you have your wallet, purse, vehicle keys and cell phones with you – do not place them in the carts.
- After unloading, move your vehicle to Lot #91, which is located on the corner of Hagadorn Rd and Service Rd. Maps to this lot will be provided when you arrive. You do not need a permit to park in this lot during Grandparents University. Grandparents University is not responsible if you choose to park elsewhere and are ticketed or towed.
 - Don't forget that children must be with a grandparent at all times, so if there's just one grandparent, children must also go with the grandparent to park the vehicle. If there are two or more grandparents in your group, one should park your vehicle while the other waits with the child(ren).
 - Your vehicle will remain parked here for the duration of the program, so please do not leave any valuables inside and be sure to lock the vehicle.
- Board a shuttle bus back to Holmes Hall. Shuttle buses will be running approximately every 15 minutes.
- If you have a disability plate or parking placard, a limited number of accessible spaces are available near the residence halls. You will need to obtain a parking pass in order to park on campus. If you did not indicate your requested accommodation during Step 1: Application, contact Nikki Hawthorne via [email](#) by June 17.

CHECK-IN AND MOVE-IN

- Follow the signs in Holmes Hall to check-in.
- To expedite your check-in, please keep your Grandparents University Family ID handy. (This is provided in the June 12 email from Nikki Hawthorne.)
- At registration, you'll pick up a registration packet, your conference card and your room key.
 - Your registration packet contains very important information including your name badge; your ticket to redeem your t-shirt, backpack and water bottle; and your Program Guide.
- Proceed to your room and unload your belongings. Depending on your arrival time and how busy we are, there may be a delay in MSU staff transporting your belongings to your room. Please be patient and we'll get there as soon as we can.
- Promptly empty and return the green cart to the front entrance/lobby of your hall for others to use.
- Unpack, settle in and review the Program Guide.

Room Keys and Conference Cards

Room keys and conference cards must be returned at the end of the program. Lost cards and/or keys or a failure to return them will result in a fee of \$20.00 for each conference card and \$75.00 for each room key which you will be responsible for.

Name Badge

Your name badge has your individual class schedule attached with times and locations of your daytime class and evening activities. Your name badge guarantees your admission to classes, dining halls, evening activities and shuttle buses. Attendees must wear their name badge at all times.

Program Guide

The Program Guide is very important and includes the program schedule, campus map and bus routes, what to do in case of emergency, games and other fun activities, including a scavenger hunt and move-out information. Please take time to review it, including finding your class and evening activity locations, and carry it with you at all times.

CONVOCATION

- All participants can pick-up their t-shirt, backpack and water bottle at IM East between 9:45 – 10:30 a.m.
 - Don't forget your ticket in your registration packet to redeem your t-shirt, backpack and water bottle. Each person must bring their own ticket.
- Convocation begins at 10:45 a.m. in IM East and is required for all participants.

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PROGRAM HANDBOOK

The physical and emotional safety and well-being of all participants is a high priority for the MSU Alumni Office and MSU.

Code of Conduct

Participation in GPU is subject to the observance of the Program Rules as specified in the Code of Conduct. Most importantly:

- Child participants must be accompanied by an adult participant at all times.
- Participants must wear their name badges at all times.

The Code of Conduct, Terms and Conditions, and Rules and Policies for Grandparents University can be found in the [Program Handbook](#).

HOUSING AND MEALS

This year, all housing will be in East and West Holmes Hall.

- Holmes Hall has modular furniture in a suite-style setting where one bathroom is shared by two adjoining rooms.
- There is access to a Sparty's Café Convenience Store on the first floor.
- There are several lounge areas with wireless internet access and plenty of space for board and card games.
- High-speed wireless internet service is available in residence hall rooms.
- There are no air conditioners in the residence hall rooms. MSU does not allow air conditioners due to electrical and safety concerns. However, participants may bring a fan and extension cord. Note that we cannot store fans for participants.
- There are no refrigerators in the residence hall rooms. If you have medicine or another medical necessity that requires refrigeration and you did not indicate your requested accommodation during Step 1: Application, contact Nikki Hawthorne via [email](#) by June 17.
- The adult and child participant from each family will be in one residence hall room. If there are three participants in a family, they will all be housed in one residence hall room. Families with four to six participants will be assigned adjoining rooms. Children must be accompanied by an adult at all times, so each room will have an adult from the family.
- Holmes Hall has a limited number of barrier-free rooms. If you request accommodation and did not indicate this during Step 1: Application, contact Nikki Hawthorne via [email](#) by June 17.

All meals will be served in Akers dining hall.

- The MSU Culinary Services team identifies the eight major allergens - milk, eggs, soy, nuts, tree nuts, fish, shellfish and wheat – plus alcohol, beef and pork, on all menu items. If you have food allergies or intolerances, or are required to follow a special diet, the dining staff can provide resources and information to help you make safe choices while still having a great dining experience.
- If you have dietary requests and did not indicate this during Step 1: Application or when completing the Expectations and Consent Form, contact Nikki Hawthorne via [email](#) by June 17.

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GETTING AROUND CAMPUS

Walking

Walking is the primary means of getting around and walking distances may be up to several miles per day in various weather conditions.

Buses

There are several buses operating exclusively for Grandparents University participants.

- Each bus will have a sign in the front indicating they are part of Grandparents University.
- Throughout the program, these buses will travel a loop route, called the Green Line, and stop at predetermined locations. While these buses do not offer door-to-door service, they reduce the amount of walking.
- Please note that with construction on campus, bus rides may take longer than anticipated and can anticipate half hour trips around campus.

Bicycles

- If you're planning to bring your own bicycles to use while at Grandparents University you can do so without a permit.
 - Please remember to bring a helmet and lock for your bike(s).
- If you're interested in bike rental while you're on campus, please visit [Bikes](#) for more information.

Vehicles

Participants are not permitted to drive their own vehicles to classes and evening activities.

If you did not request accommodation during Step 1: Application, contact Nikki Hawthorne via [email](#) by June 17.

CHECK-OUT AND MOVE-OUT

Check-out and move out is from at 8:30 - 11 a.m. on Thursday, June 27. More information will be provided at orientation and in the Program Guide.

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GRANDPARENTS UNIVERSITY CONTACT INFORMATION

GPU information desks will be located in the lobbies of West Akers Hall and West Holmes Halls. Between 8 a.m. – 9.p.m. each day, GPU staff will be available to assist you, answer questions and provide directions.

During the Grandparents University program, Nikki Hawthorne will not have immediate access to email and voicemail. If it's imperative that you contact her, visit one of the GPU information desks who will contact her.

There is also a service desk in each hall that's staffed by an MSU employee. If you need to reach one of the service desks during your stay, please use the numbers below:

- East Holmes Hall: 517-353-7760
- West Holmes Hall: 517-353-6360
- West Akers Hall: 517-353-2218

Please make sure one of your family members has a cell phone on them at all times during Grandparents University.

ADDITIONAL THINGS TO DO ON CAMPUS AND IN THE GREATER LANSING AREA

While you'll have a busy three days on campus, there should be plenty of down-time between classes, meals and other activities, and after move-out Thursday, June 27. We encourage you to explore the MSU campus as well as the East Lansing and Lansing communities using the [Community Guide](#).