

“Survival” Guide to the 2019 Kansas Academy for Victim Assistance



- 1) When completing the modules on the VAT Online, start early and give yourself enough time. You can complete it at your own pace. Remember, your transcript should be submitted by **2 weeks prior to your KAVA Session**.
- 2) If you are traveling a lengthy distance to Wichita, we strongly encourage you to secure a hotel room Sunday night before the start of the Academy on Monday
- 3) Hotel at Old Town is located at: 830 East First, Wichita, Kansas 67202. The hotel’s website is <http://www.hotelatoldtown.com/> (Our hotel block will end Friday, July 6th.)
- 4) Hotel Amenities include: Full Hot Breakfast Buffet available for aprox. \$10.95 per person; Pay on Consumption “24-hour Cupboard” for when you get hungry; Plush Bedding, Fully Equipped Kitchens in Each Room, Oversized Desk, 37” Flat screen Televisions, and CD Players; Complimentary Wired & Wireless Internet; Adjacent Covered Parking Garage; Complimentary Business Center; 24 Hour Fitness Center & Laundry Facilities.
- 5) The Hotel at Old Town is unlike any hotel in Wichita and is a gem in the heart of Wichita’s entertainment district with over 50 shops, restaurants, theatres and nightspots. There are plenty of restaurants and shops within walking distance or a short drive. <http://www.hotelatoldtown.com/attractions-en.html>
- 6) Each day starts at 8:00 AM and ends at approximately 4:45/5:15 PM, with a lunch break. If we're running behind, we may end up staying a little later than the scheduled ending time. Classes are scheduled to end early on Friday.
- 7) Please be considerate of your fellow students and arrive on time each day and promptly after lunch/breaks. This helps us stay on schedule and allows us to leave on time.
- 8) All classes will be in Keen Kutter D in the conference center across the cobblestone street from the hotel. You can ask the front desk of the hotel for any assistance.
 - a. Any exceptions to this will be announced closer to your KAVA session.
- 9) There will be sign in sheets for each day of classes and for all activities.
- 10) Bring good pens. We will provide manuals with some paper for note taking. If you tend to take a lot of notes, you may want to bring more.
- 11) Business casual dress is appropriate for all sessions. *You may find the room to be too hot or too cold. Bring a sweater to help stay warm, or lighter clothes to stay cool.***
- 12) We will provide water throughout the day and some snacks. Meals are on your own. There are several restaurants within walking distance. There is also a “cupboard” with inexpensive snacks for purchase.
- 13) Please participate in evening activities with your fellow KAVA students. This is a great way to meet your peers and make contacts.
- 14) *In order to receive a certificate of completion, you must attend all portions of the academy, and have completed all pre-academy course work.***

Congratulations and Welcome to the KAVA!