

The Allen Entrepreneurial Institute International

At
Camp Exposure

REGISTRATION PACKET

*"If in your mind you can conceive it,
and in your heart you can believe it,
then you can achieve it"*





ALLEN ENTREPRENEURIAL INSTITUTE INTERNATIONAL AT CAMP EXPOSURE

Marilyn J. Evans (Miss M), Executive Director

ALLEN EXECUTIVE HOUSE
3235 EVANS MILL ROAD · LITHONIA, GA 30038
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MissM@AEIinternational.com

Allen Entrepreneurial Institute International Participants:

Your college/university has been selected to participate in the Allen Entrepreneurial Institute International (AEII) at Camp Exposure located in metropolitan Atlanta, Georgia. This innovative initiative for college students is designed to promote a better understanding of entrepreneurship and leadership.

During your stay, you will be residing at the Allen Executive House Dormitory where you will have the opportunity to visit and learn first-hand, from established entrepreneurs and business leaders as well as participate in interactive sessions with these business role models.

The classes that have been included in the program will expose you to strategic thinking that includes business technology and discipline. You will be instructed in and have a practicum learning experience in professional communication skills, social savvy & dining etiquette as well as, understanding the requirements and expectations of “money sources”.

Your evenings will include preparing for the closing program (if you have a talent, please bring the necessary items with you). In addition, swimming, physical fitness and movies in our theater, are all available for your pleasure. Friday night will include the closing program at AEII. theater and a reception/banquet at Miss Rebecca’s House - A Southern Antebellum Mansion.

Please complete and return:

[Registration Form](#), [Code of Behavior Form](#) , [Risk Waiver Form](#) and [Getting To Know You Form](#) to: **Registration@CampExposure.com**





The Allen Entrepreneurial Institute International at Camp Exposure Registration Form

(Please Fill Out Completely)

Student Information

College/University: _____ Current Status: _____

Last Name _____ First Name _____ Middle Name _____

Home Address _____ City _____ State _____ Zip _____

Gender: Male _____ Female _____ Date of Birth _____

Home Phone (____) _____ Cell (____) _____ Email _____

DIETARY RESTRICTIONS _____

Hobbies, Talents and/or Skills:

Entrepreneurial /Business Interest (s):

Franchise _____ Restaurant _____ Retail _____ Salon/Spa _____

Computer/Graphics _____ Transportation _____ Other _____

College Major _____ Minor _____

Short Term Life Goal: _____

Long Term Life Goal: _____

Notable College Recognition (s): _____

EMERGENCY CONTACT:

Name: _____

Address _____ City _____ State _____ Zip _____

Telephone (____) _____ Cell (____) _____ Email: _____

Relationship To Participant _____

Signature _____ Date: _____



The Allen Entrepreneurial Institute International At Camp Exposure

Student Name: _____ Dates of Camp: _____ to _____

College/University: _____

CODE OF BEHAVIOR AND ETHICS

In keeping with the high standards upon which The Allen Entrepreneurial Institute International (AEII) is established, and in order to accurately demonstrate and maintain the essential character of the camp, we have developed the following guidelines to help ensure a safe and pleasurable learning experience for everyone. While we assume that all participants will be on their best behavior, we still ask that you review these important expectations and guidelines and sign this form as indicated below. Thank you for your cooperation!

General:

- Students will be expected to treat themselves and others with respect and to show consideration for those around them at all times.
- Students are expected to follow instructions given by any staff member, including instructors, resident counselors, volunteers and administrators.
- Students are not permitted to leave the dormitory between the hours of 11:30 p.m. and 6:00 a.m.
- Students are expected to show respect for their surroundings including the Allen Executive House/Dormitory, Miss Rebecca's House, the Beach House, the Grounds, Vehicles....
- Students who accidentally or otherwise damage dormitory rooms or the facility will be financially responsible for all necessary repairs. All irons, telephones, hairdryers, towels... must remain in dormitory room-it is the property of the Allen Executive House/Dormitory.
- Students must wear appropriate clothing and shoes in all public areas (inside and outside) of the building.
- While we understand the need to be cool and comfortable during hot weather, we ask that students refrain from wearing revealing or inappropriate clothing at any time. Also, tattoos and body piercings should not be visible.
- Profanity, vulgar or harmful words directed at fellow participants, faculty, staff, and administrators does not promote the sense of respect for community at (AEII); any use of this language will require a conciliatory meeting between all parties involved.
- Cigarette smoking is not permitted in any building, however, a cigarette urn is available outside of the Allen Executive House in the East parking lot for your use.
- Students are responsible for attending all classes and participating in required activities.

Zero Tolerance:

The camp will enforce a zero tolerance policy for:

- Cigarette smoking (inside of buildings), substance, and alcohol use.
- Anger or threats of violence towards fellow participants, faculty, staff, volunteers or others will not be tolerated.
- Any participant using or found in possession of alcohol, illegal drugs or other prohibited substances will be immediately expelled from the program.
- Acting in a disruptive or inappropriate manner will be reported to the (AEII) administration as well as the college/university administration.

Student:

I HAVE READ, UNDERSTAND, AND AGREE TO FOLLOW THE RULES AND GUIDELINES OUTLINED ABOVE WHILE ATTENDING THE ALLEN ENTREPRENEURIAL INSTITUTE INTERNATIONAL

Student Signature: _____ Date: _____



The Allen Entrepreneurial Institute At Camp Exposure

Risk/Travel Waiver, Media Release

Part A:

The Allen Entrepreneurial Institute International (AEII) participants will travel by bus, van and/or car to locations on the campus or in the metropolitan Atlanta area for AEII related activities. I understand the risks involved in traveling by motor vehicles and release the Academy of America and the AEII from all liability arising from any accidents or mishaps.

Part B:

I grant permission to Academy of America and in particular, the AEII, the administration, staff, photographer or volunteers to photograph, video or interview a participant. These photographs, interviews, or displays of projects may be used for public view, including internet viewing and the Academy of America website or the AEII website.

Part C:

I agree to participate in these projects without financial remuneration, and understand that this releases Academy of America, AEII administration, staff, volunteers, photographers, and/or interviewers from any future claims as well as from any liability arising from the use of such photographs, videos, interviews or display of camper projects. Student addresses or phone numbers will not be included with any information.

I do hereby release to the Academy of America, the AEII, its agents and employees all rights to exhibit any work in print and electronic form, publicly or privately. I waive any rights, claims or interest I may have to control the use of my identity or likeness in the photographs and agree that any uses described herein may be made without compensation or additional consideration of me.

All personal information listed on the application form or gathered from any interview will be kept confidential and any use made of such information in research outcomes such as papers, reports will not indicate your name or personal details.

I am at least 18 years of age, have read and understand the foregoing statements, and am competent to execute this agreement. I acknowledge and waive the risks associated with the program.

Student/Faculty/Staff (Please Print)

Signature

Date



The Allen Entrepreneurial Institute International

Name _____

Date ____/____/____

Getting To Know You

What is your special talent? _____

Do you have any hobbies? _____ If so, what are they? _____

What is the greatest lesson you have learned at your school? _____

What kind of business are you interested in starting? _____

Have you set any goals for your business venture? _____ If so, name one _____

Are you considered a *leader* at your school? _____ If so, by whom? _____

What entrepreneurial skills do you already possess? _____

Have you ever performed on stage? _____ If so, what did you do? _____

Do you ever feel uncomfortable when speaking before an audience? _____

Is there an unwritten dress code or code of behavior at your school? _____ If yes, what is it? _____

What is an interesting fact about yourself that makes you unique? _____

Do your speaking skills match your persona? _____

How do you influence your peers in a positive way? _____

What is your biggest regret? _____

If you had to start over again in college, what would you change about yourself? _____

What two qualities make the President of the USA a great leader? _____

If you could visit a business, what kind would it be? _____

What has affected your life the most? _____

What do you hope to learn at AEII ? _____



Sample University

Allen Entrepreneurial Institute International (AEII)

At Camp Exposure

Schedule

Thursday, January 19, 2012

10:00 a.m.	Arrival of Participants	Tour of Campus Buildings and Grounds Tour Guides – AEII Staffers
	(Luggage should be placed on Platform after exiting the bus) Registration in Lobby, Pick-up Credentials, Check into Rooms Retrieve Luggage from Platform Outside after checking accommodations	
11:00 a.m.	“Health to Wealth” Screen - <i>My Preventive Health</i> Meeting Room	
12:00 p.m.	Lunch - Bryson Room	
12:30 p.m.	Orientation—All Participants & Chaperones - Theatre	
1:15 p.m.	Health Presentation-My Preventive Health - Theatre	
2:30-3:00 p.m.	Private Individual Discussions - Business Center	
2:30-3:00 p.m.	Relaxing Pause in Dorm Rooms/Hospitality Bar/Sitting Room...	
3:00-4:00 p.m.	Mr. Bill Allen, Camp Exposure/AEII Founder/Entrepreneur - Meeting Room	
4:30-5:30 p.m.	Guest Entrepreneur	
6:00-7:15 p.m.	Dinner and Dining Etiquette - Formal Dining Room Miss M’s Do’s & Don’ts of Business Dining	
7:15-7:30 p.m.	Relaxing Pause in Dorm Rooms or Lobby	
7:30-11:00 p.m.	Rehearsal - “Parade of Success” - Miss Myra *All participants are required to attend this session	
11:00 p.m.	“You’re on your own...”	Return to Dorm Room



Sample University

Allen Entrepreneurial Institute International (AEII)

At Camp Exposure Schedule

Friday, January 20, 2012

7:15—7:45 a.m.	Breakfast	Bryson Room Please be punctual for classes
8:00—8:55 a.m.	Group A	Creative Business Marketing - Mr. Bob Technology Room
	Group B	Discipline/Focus...For Winners - Miss Nadia/Ms. Flowers Meeting Room
9:05—10:00 a.m.	Group B	Creative Business Marketing - Mr. Bob Technology Room
	Group A	Discipline/Focus - Miss Nadia/Ms. Flowers Meeting Room
10:10—11:45 a.m.		Self Presentation & Rehearsal - Miss Myra/Mr. Warren Theatre
12:00—12:25 p.m.	Lunch	Bryson Room (across from swimming pool) Please leave portfolios in your dorm room.
12:30-3:00 p.m.		Visits and Guided Bus Tour of : Local African American - Entrepreneurs, Businesses and Homes - AEII STAFF Conservatory of Dance & Fine Arts - Minority Owned, On Site Visit Dr. Charles Hill, Ophthalmologist - Minority Owned, On Site Visit *Drive-by Tour of other African American Businesses *Board Coach in parking lot through walking gate
3:15—4:15 p.m.		Final Rehearsal - Theatre
4:30—5:15 p.m.		Dress for Evening Program/Meet Miss Myra in Bryson Room (5:15 pm)
5:30 – 6:30 p.m.		Closing Program Begins - Parade of Entrepreneurs - Theatre *Board Bus to Miss Rebecca’s House
7:00—7:30 p.m.		Reception/Networking - Library-Miss Rebecca’s House
7:40—9:30 p.m.		Closing Banquet//Tour of Mansion - Miss Rebecca’s House
11:00 p.m.		End of Evening Program



Sample University

Allen Entrepreneurial Institute International (AEII)

At Camp Exposure

Schedule

Saturday, January 19, 2012

7:45 a.m. AEI Participants must take luggage to the bus platform
(Please take luggage out the emergency door near theatre, in inclement
Weather, luggage should be lined up against the theatre wall in the hallway)

8:00—8:35 a.m. Breakfast - **Bryson Room**
Turn in Room Keys (see **basket on table in Bryson Room**)

**ALL DORM ROOMS MUST BE VACATED NO LATER THAN 8:00 A.M. SO THAT THE
HOUSEKEEPING STAFF CAN READY THE DORMITORY FOR INCOMING CAMP
EXPOSURE PARTICIPANTS.**

2nd Floor occupants (Chaperones) should remove linen and check-out by 12:00 noon.

8:40—9:15 a.m. A.M. Tour of Conference Center - Miss M
Tour of Executive Floor of AEH - Staff

9:30 –11:00 a.m. **Entrepreneurial Presentation** - Guest Speaker

11:05—11:20 p.m. **REFLECTIONS of AEII** - A Power Point Presentation - **Mr. Bob & Miss Shirley**

11:25– 11:45 a.m. Evaluations & Presentation of Certificates - **Staff**
Closing Remarks - Mr. Allen, Founder & Miss M, Executive Director

12:00 p.m. Board the Bus for return trip to your campus

“Have a safe journey back to your school”



DRESS CODE & PROFESSIONAL IMAGE GUIDE

The dress code has been developed as a guide to assist you in projecting your best image throughout your learning experience at the *Allen Entrepreneurial Institute International* (AEII). “Business Casual”, “Business Ready” or “Business Smart”, all describe the style of dress that we strongly encourage participants to adhere to in their appearance. This acceptable and comfortable style of dress emerged in the *white-collar* workplaces of western countries during the 1970’s and is still preferred today for those who want to project the image of a business professional while they are in a relaxed setting or are in a practicum learning environment.

AEI DAILY WEAR

Khaki Slacks or Skirts
 Dress Slacks for Men/Women
 Collared Shirts or Collared Blouses
 Polo or Golf Shirts
 Comfortable Walking Shoes

AEI RECEPTION/BANQUET ATTIRE

Dresses/Suits/Skirt Ensembles for Women
 Dress Pumps (no spike heels) for Women
 Dark Suits/Sports Jacket/Ties for Men
 Dress Shoes for Men

PROFESSIONAL GROOMING TIPS

- | | |
|-----------------------|---|
| Shoes | Should be in polished condition. Make sure that heels are not worn down or rubber tips are not off of heels. Athletic/gym shoes should be worn for exercise or fitness activities. Spikes or stiletto heels should be saved for non-business related events. |
| Hair | Should be well-groomed and maintained. Men should always have a neat line. Extreme hair colors should be avoided in a business setting. |
| Hands | Clean, short fingernails are a business standard. No chipped polish or excessive embellishment of nails. Hands should not appear to be dry or chapped. |
| Face | Facial hair should be groomed and well-maintained; Make-up should give the appearance of a business professional. |
| Slacks/Pants | Should fit comfortably without <i>sagging</i> or giving the appearance of sagging. Pants/slacks for females should not be tight or appear to be tight. |
| Dresses/Skirts | Should compliment your body build, be age-appropriate, not shorter than 4 inches above the knee. Cleavage should be modest or adapted for modesty. |
| Details | Clothing with missing buttons, stains, wrinkles or lint is not acceptable. Don’t forget to remove tags, labels or <i>tacking</i> stitches (usually sewn on the pleat, pockets or sleeves of new clothes). Men’s socks should be long enough to cover your leg when it is crossed. jackets should be buttoned when standing or walking and unbuttoned to sit down. Swim-wear should be modest, a cover-up is a must for men & women along with flip-flops. |
| Accessories | Should be complimentary to your business style, setting or environment. Understated accessorizing is a good rule of thumb: one ring per hand, earrings no larger than a quarter, one earring per ear; for males, the absence of earrings in this business setting required , fragrances should be minimal. Hats should always be removed upon entering a building. Gum chewing is unacceptable in public except when you are participating in or attending a sporting event. Tattoos and body piercings should not be visible. <i>Pearls for girls</i> never go out of style. |