



THE MUN INSTITUTE

2024 Welcome Packet



Overnight Camp Welcome Packet
UCLA
July 29 - August 2, 2024

Dear Families,

Thank you for enrolling in the Model United Nations Institute by Best Delegate! This Welcome Packet provides important information about our program at **UCLA** from **July 29 - August 2, 2024**.

Please review the information in this packet which includes important details regarding the following:

Page Two: Check in and Check Out Information

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All parents are required to fill out our [Student Intake Form](#). Safety is our first priority and we collect important medical, personal and preferential information in this form. As part of the form, you will be asked to upload your student's COVID-19 Vaccination Record, Emergency Medical Treatment permission and a Terms & Conditions document. Students will not be allowed to check in to camp without us receiving this information. This form **must be completed no later than Friday, June 7th**.

Please do not hesitate to contact us with any further questions or concerns. We look forward to meeting you this summer!

Sincerely,

The Best Delegate Team
support@bestdelegate.com
646-308-1411

Check in and Checkout Information

Overnight students should check in **on Sunday, July 28th at UCLA near Sproul Cove**. Students should arrive **at check-in between 4pm and 5pm**. Students will dine together at 6:00pm and the program's first event begins at 7:00pm.

Pick up will be at the same location from 10am-Noon on **Saturday, August 3rd**. Students will have eaten breakfast and be packed upon parent arrival. Note: Parking in the area can be a bit challenging, please plan accordingly.

Students and parents are expected to arrange their own transportation to and from UCLA . Should you wish to arrange a train station or airport pick up or drop off, please purchase the add on service via [this form](#).

Parents must have submitted the [Student Intake Form](#) before dropping off their student on Sunday, July 28th.

Safety and Emergency Information

Safety is our number one priority at every program. All our programs are managed by a full time Program Director and a Program Manager who will be onsite at all times. If you have **questions prior to the program, please email us at support@bestdelegate.com** or call us at **646-308-1411**.

In addition to the camp management team, students will be supervised by Best Delegate MUN Mentors, who consist of the best college Model UN delegates from around the world. All staff have undergone background checks & are trained on safety and emergency procedures for inside & outside the classrooms.

Students will be briefed on safety and security during orientation on the first day of the program. Key program rules to be aware of include:

- Students must treat their instructors and fellow students with respect. Bullying, sexual harassment and other inappropriate conduct will not be tolerated. Parents may be requested to pick up their child at their own expense should this violation occur.
- MUNI has a zero-tolerance policy on the possession and consumption of drugs and alcohol. Parents may be requested to pick up their child at their own expense should this violation ever occur.
- Please provide important medical information in the intake forms so that we are best prepared to address any issues related to health and safety. For safety reasons, we cannot accept a student if their parent or legal guardian has not submitted an intake form.

Friday Parent Open House

Parents and family members are welcome and encouraged to attend the final Friday simulation and see everything their child has learned during the Model United Nations Institute! Students will take on the role of foreign diplomat to the United Nations and will public speak, debate, and negotiate solutions to global issues during the simulation. Parents are invited to meet our team at 9:30am. We will direct parents to their students' classroom to observe the morning half of the simulation between 9:30am and 11:30am. Alternatively, parents are also welcome to meet our team at 2pm to observe the afternoon part of the simulation and program closing ceremonies. We will provide you with further information and confirmation of details on Wednesday, July 31st.

Meals

Three meals - breakfast, lunch, and dinner - are provided every day. These are buffet style, all you can eat meals in the campus dining hall, typically offering meat and vegetarian entrees, side dishes, salad bar, fruits, desserts and beverages. In addition to noting them in the intake form, please remind staff of any food allergies or dietary restrictions. Students should also bring cash and/or their personal debit cards, as depending on weather circumstances, the group may take a trip for desserts or other snacks on evenings of the program ("city night").

City Night (Wednesday, July 31st)

On Wednesday, June 31st (weather permitting), students will have the opportunity to have dessert in Los Angeles following dinner, and students will head to a local park to enjoy some recreation time while enjoying their desserts. It is recommended that students bring \$15-\$20 of spending money for this evening. All other activities will be paid for but should students wish to purchase snacks, souvenirs, etc, we recommend sending them with some extra pocket money.

Classes and Activities

Students will be housed in University dormitories, and will usually be designated 1-3 roommates from their age/class group. Classes will occur each day from **9am to 5pm.**

Outside of the core program hours, students will enjoy a mixture of free time and guided activities from our MUN Mentors and Counselors. Activities will always take place under the supervision of program staff, and will either be indoors within the

residence hall or outdoors on the grounds of UCLA. Activities may include board games, movie nights, campus tours, outdoor ball sports [weather-permitting], and more.

A gym may be available for students to use during the week of the program; this is dependent on University policy at the time of the camp. However, in any instance, students may ask staff during orientation for safe on-campus jogging routes.

Dress Code and Attire Guidelines

The attire for the program is school attire or casual attire from Monday - Thursday. On Friday (final day), the dress code is **Western Business Attire** for the final simulation. Best Delegate will be providing program materials and a MUN Institute T-shirt upon arrival. Students should wear appropriate clothing at all times. No excessively torn clothing, inappropriate logos or derogatory language should be visible on clothing. If the staff deems clothing inappropriate they will ask the student to change.

Homework

Homework may include assigned reading, online research, writing a short paper, or preparing a 1-minute speech. Students will not receive a grade on their homework; they will get feedback from our MUN Mentors. We believe this is more useful in helping students improve their skills in research, public speaking, and negotiation.

Staff

We maintain a **1-to-8 staff-to-delegate ratio** at each program, which allows for more personal feedback and a safer learning environment. Our programs are staffed by our **MUN Mentors**, who are among some of the best delegates on the college MUN circuit in North America. All staff, prior to onboarding, pass background checks and receive extensive training from our team.

Questions

We want to make sure you and your students are 100% confident and ready for our program this summer, so we're here to help! Please feel free to contact us if you need any help figuring out the pick up and drop off location, using our website or any other assistance you may need. First, please check our FAQ Page at <https://learnmodelun.com/blogs/news/faq> to see if your question has already been answered. If you can't find your answer there, either create a "support ticket" on the website or email support@bestdelegate.com. We do our best to respond to any questions or issues within one business day. If there is an emergency, you can also call us at (646) 308-1411.

Packing List

Provided Materials in Rooms - Rooms will be furnished with the following for each student: Twin bed and mattress, Sheet set, Blanket, Pillow and pillow cover, Bath towel, Desk and desk chair, Closet.

As such, students should bring all of their own needed materials, aside from items on the list provided above. For your reference, a recommended packing list is laid out below.

Clothing Packing List - Pack for seven days, six nights:

- T-Shirts or Tops for class
- Pants, Jeans, or Shorts for class
- At least one pair of exercise/outdoor clothes for activities
- Underwear
- Socks
- Belt (if needed)
- Shoes/Sandals, for classwear and potentially for activities
- One set of Western Business Attire
- Pajamas
- Light sweater or rain jacket

Bathroom Packing List

- Soap, shampoo, and conditioner
- Toothbrush and toothpaste
- Dental floss
- Washcloth
- Toiletry kit/shower caddy
- Shower flip flops
- Extra bath towel (optional)
- Deodorant
- Hair products as needed (brush, dryer, gel, etc)
- Cosmetics or makeup as needed
- Menstrual products as needed

Classroom Supplies & Devices

- Laptop computer or tablet
- Notepad/notebook

- Pens, pencils, highlighters
- Backpack for supplies
- Cell phone and charger
- Plug adapter (if coming from outside of USA and Canada)

Health and Wellbeing

- Water bottle
- Prescribed medications (in labeled bottles, for self-administration)
- Eyewear or contact and contact lens solution (as needed)
- Sunglasses
- Sunscreen
- Bugspray
- Small set of band-aids
- Umbrella

Wallet Items

- Identification document (such as State ID or Passport)
- Additional cash for laundry, snacks, drinks, university merchandise, or souvenirs. A minimum of at least \$50 is recommended; parents may use their discretion.