



The John and Nellie Wooden Institute for Men of Principle

Registrant Information Packet

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General Information and What to Expect

Attending the Wooden Institute will broaden your horizons and challenge you to think “outside the box.” Visiting the Administrative Office will amaze and inspire you. Everything you learned in the “Son of the Stars” comes to life. There is no better location than the Fraternity’s founding place to recommit yourself to the principles and obligations of Beta Theta Pi.

This packet contains information on how to prepare for the Wooden Institute. The [Wooden Institute site](#) is also updated frequently and is another source for details.

What to expect at the Wooden Institute

While at the Wooden Institute, you will take part in large and small groups which include experiential activities, leadership development topics, goal setting, and a deep dive into Beta’s Ritual and history through activities like a tour of Oxford and an in-depth Ritual discussion. You’ll also engage in conversation with fellow members, reflect on your membership in Beta and be creative as you talk through different aspects of leadership. Each evening after programming, we will offer optional “Beta Time” to connect with Betas from across North America through games, conversation and late-night snacks.

The Wooden Institute is fast-paced. The programming begins early in the morning and goes into night-time. It is not a conference-style experience where you pick and choose what sessions you would like to attend – you are required to attend every session as the curriculum pieces build off the previous session to create a progressive learning experience.

The Wooden Institute Schedule

Every day of the Wooden Institute intertwines education and relationship building. An overview schedule [can be found here](#). This schedule is subject to change.

Who will attend each session?

1. Up to 75 collegiate members from chapters across Beta’s Broad Domain.
2. 8 Beta alumni serve as facilitators.
3. 8 Friends of Beta serve as facilitators.
4. Administrative Office Staff and Interns

What is a Friend of Beta?

Friend of Beta is the title given to non-members who serve the Fraternity. These fraternity/sorority professionals and other volunteers lend their time and talent to the Wooden Institute. Friends of Beta foster collaboration through interfraternalism, care deeply about Beta, and selflessly volunteer their time to benefit our organization. We are deeply appreciative of their service.

What Registration Includes

The total cost of attendance is \$750, but you are only responsible for the **\$130 non-refundable registration fee (\$99 if you registered by April 3 to receive the early-bird rate!)**. The Beta Theta Pi Foundation will provide you with a sponsor who will cover the rest of the registration costs. Your registration fee covers all meals, lodging, transportation around Oxford (and to and from the airport if

you're flying), supplies for each session, Wooden Institute swag and every aspect of the four-day experience.

Participants are responsible for providing their own travel and are advised to check in with their chapter to see if they budgeted travel. *The General Fraternity does offer a very limited amount of need-based travel funds for attendees. If you or your chapter needs assistance, please have your Chapter President reach out to your chapter's Fraternity Services staff member to discuss options.*

The following meals are included as part of the program:

- Saturday: Dinner, late night snack
- Sunday: Breakfast, lunch, dinner, late night snack
- Monday: Breakfast, lunch, dinner, late night snack
- Tuesday: Breakfast

If you anticipate needing additional snacks beyond those provided, please plan to bring your own.

Commitment Charter

The Commitment Charter you agreed to upon registering for the Wooden Institute [can be found here](#). All attendees are expected to uphold this Commitment Charter during their time at the Wooden Institute. Expectations found within the document include attending and being on time for all sessions, staying for the entirety of your Wooden session, behaving appropriately, refraining from possessing and consuming alcohol or other drugs, and staying in your assigned living space at night.

What if I have dietary restrictions or accommodations?

The registration process includes questions about dietary restrictions and any accommodations needed – please make sure you included those in your registration form by logging back into the registration portal and looking at your saved answers. Our meals will be served in Miami University dining halls or will be catered meals served at the Administrative Office. The Administrative Office team will make sure your dietary restrictions and accommodations are met based on the information provided on your registration form. If you have questions about whether you included this information in your registration form or your circumstances have changed, please contact events@beta.org. If you need specialized items, please bring those to ensure your needs are met while onsite.

If I arrive early, are there food options nearby?

There are several restaurants within walking distance to our lodging for those that arrive early. Note: the cost for meals prior to the start of the program will be the attendee's responsibility.

Important Dates and Deadlines to Remember

Date	Deadline
May 4, 2026	Registration closes
May 15, 2026	<ul style="list-style-type: none">• Final day for changes to registration without incurring fees, including substitutions, switches between sessions, and cancelations.• Final day to submit travel information for all students and facilitators.• Deadline to request excuse letters.
May 16, 2026	Change and late cancellation fees go into effect.
June 6-9, 2026	Wooden Institute Session 1
June 13-16, 2026	Wooden Institute Session 2

June 27-30, 2026	Wooden Institute Session 3
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Please double-check your registration confirmation to ensure you are available to attend the full session as **attendees are required to be in attendance for the entirety of the session**. We are happy to provide excuse letters for classes, internships, or work as long as they are requested by May 15, 2026. The letter may be requested from events@beta.org.

If You Can No Longer Attend

If you can no longer attend the Wooden Institute session for which you have registered, you should first search for a substitute within your chapter to attend in your place, as chapters are billed for attendees. Once a replacement is secured, reach out to events@beta.org to make the substitution. If you are unable to find a replacement, reach out to events@beta.org to work through another solution as soon as possible. Late cancellations will be assessed a \$375 fee. No shows will be assessed the cost of the full experience: \$750. **Registration changes must occur on or before May 15, 2026, to avoid a fee.**

Travel and Transportation

Who will make my travel arrangements?

You do! Each attendee is responsible for getting themselves to Oxford if you're driving or the Cincinnati/Northern Kentucky International Airport (CVG) if you're flying in. We encourage you to collaborate and plan with any other chapter members who are attending (and maybe even Betas from other chapters located near your chapter).

Who pays for my travel?

Chapters should include travel for members as part of their chapter budgets; individuals may need to be reimbursed for their travel costs by the chapter.

What if I can't afford the travel costs?

The General Fraternity has a limited amount of need-based travel funds available for members needing additional assistance – please have your Chapter President contact your assigned Director of Fraternity Services if this is something your chapter may need to consider.

When should I purchase my travel?

To ensure you are getting the most cost-effective fares and setting yourself up for success in travelling to the Wooden Institute, we recommend you purchase your travel **immediately after you register**. However, you should have your travel arranged no later than 3 weeks prior to your session; please note: all attendees are required to submit the **travel survey no later than May 15, 2026**.

If you have been approved for need-based travel assistance and are awaiting a response, please wait until approval is confirmed. If it is within 4 weeks of your session and you have not received confirmation that you have been approved for need-based travel, please reach out to events@beta.org.

If we travel from far away, can we arrive one night early?

Members traveling to the Wooden Institute from far distances may arrive a night early if flight options do not allow for an on-time arrival on Day 1. An early arrival must be approved by reaching out to

events@beta.org by **May 9, 2026** to ensure our team knows to expect you. **Arriving more than one night early is not permitted.**

Do I need to submit my travel information?

Yes! Collegiate participants should submit their travel information through the official travel survey by May 15, 2026. **This is required regardless of whether you are driving, flying, or taking a different mode of transportation.** Submitting this survey allows the Administrative Office staff to know when you plan to arrive, when you need lodging, and when you should be on a shuttle. Submission is crucial to ensure you have a smooth travel experience to the Wooden Institute. If your travel plan changes after you have submitted your survey, please resubmit the survey and email events@beta.org to alert the Administrative Office team of your change.

What if something happens that causes me to arrive late or depart early?

- Because of the institute nature of our program, late arrivals and early departures are not permitted for participants.
- If travel issues arise, or something prevents a participant from arriving on time, please email events@beta.org as soon as the issue arises.
- Early departure from Wooden will result in the member not receiving credit for attending and a \$750 fee being assessed per attendee that departs early without approval from the Administrative Office staff
 - If emergency circumstances arise that necessitate you leaving early from Wooden, please alert the Administrative Office staff as soon as that is known at events@beta.org. Approved early departure is at the discretion of the Administrative Office staff.

What if my travel is cancelled by an airline or weather conditions prevent or delay my travel?

If you experience flight cancellations or travel delays leading up to your session, please reach out to the airline you are booked through and have them present you with options that still get you to CVG Airport on time. Once you have worked through a solution, please reach out to events@beta.org as soon as possible to make any changes to your travel submission. If you are having trouble coming up with a solution after reaching out to your airline, please reach out to events@beta.org and our team is happy to assist with that. This will allow our team to find a solution that gets you to your session on time and makes us aware of any delays that might occur due to weather or other circumstances that may arise.

For those Driving to the Wooden Institute:

When should drivers arrive?

If you are **driving**: arrive at 219 E. Church Street Oxford, OH 45056 by 12:30 pm ET on the first day of your session. You will get checked in at that address, and the first session begins at 2:00 pm.

When you are planning your drive, make sure to consider stops for gas, food, and rest.

When should drivers plan to depart?

The Wooden Institute officially ends at 12:00 p.m. ET on the final day of each session. You can plan to depart any time on Tuesday after 12:00 p.m. ET if you are driving.

I'm driving. Is parking available?

Yes, there are multiple free parking options! You should travel to 219 E. Church Street Oxford, OH 45056. Parking options:

- There is limited parking behind 219 E. Church Street on the left.
 - Note: Do not park behind the buildings on the right or in the Alpha House lot.
- There is street parking available on University Avenue.

- *Note: Additional parking information will be sent closer to the start of your Wooden Institute session.*

For those Flying to the Wooden Institute

When should I arrive?

If you are **flying**: flights should arrive at Cincinnati/Northern Kentucky Airport (CVG) by 11:00 a.m. on the first day of your session. Plan for at least an hour of travel between the airport and Oxford.

Airport Shuttles and Schedule: Shuttles to and from the Cincinnati airport (CVG) will be provided. The days and times for the shuttles, along with instructions for boarding, will be shared after the travel survey submission deadline on May 15, 2025. The Administrative Office staff will plan shuttles based on need - submitting your travel survey is important to ensure we know you are coming and when. If you are travelling in a day early, the last shuttle will depart from the airport by 9:00 p.m. ET. If you are flying in on Saturday, the last shuttle will depart by 12:00 p.m. Eastern. If your flight arrives at CVG after the shuttle departure times, you will need to make your own travel arrangements to Oxford at your own expense. Oxford is about 1 hour from CVG Airport. **Your flight should be scheduled to land an hour prior to the mentioned shuttle departure times above to allow time to taxi to the gate, deplane, and walk to the terminal.**

When should flyers plan to depart?

The Wooden Institute officially ends at 12:00 p.m. ET on the final day of each session. If you are traveling by plane: **departing travel** should be booked for any time after 2:30 p.m. ET on Tuesday. Plan for an hour of travel time between Oxford and the airport plus check-in time at the airport. We recommend not booking a departing flight earlier than 2:30 p.m. ET. A shuttle will depart Oxford at 12:00 pm ET on the last day of your session to take you to CVG Airport.

What if the flight I booked does not align with the instructions given on this document?

The Wooden Institute policy is that you are present for the entirety of the program. Arriving late or leaving early is not allowed and will result in you being billed the full cost of attendance. If you need help changing your travel plans, please reach out to events@beta.org as soon as possible.

Sleeping Accommodations

Where will we sleep?

All attendees will stay at the Alpha Chapter House or another Beta-owned facility in Oxford. Pillows, linens and towels are provided (but if you're particular about your comfort, we recommend packing your own).

Who is my roommate?

Collegians will be paired with one to two roommates from different chapters. Each person will be provided their own twin bed.

Anyone who needs special accommodation for their sleeping rooms should have indicated that when they registered. If special accommodations have become necessary since you registered, please contact events@beta.org.

Note: Switching roommates without the approval of Administrative Office staff is prohibited.

What to Pack and Other Helpful Info to Get Ready

What is the attire for Wooden Institute?

The attire for the Wooden Institute is casual: jeans, shorts and respectable T-shirts are normal attire. There will be activities that take place outdoors and will require physical movement – you should bring shorts and closed-toed shoes for Day 1's Team Challenge Course.

What should I bring?

- Closed-toed shoes
- Toiletries including shampoo, soap, deodorant, toothpaste, toothbrush, etc.
- Shower shoes
- Credit/debit card in case of emergencies and for purchases needed while traveling
- Snacks

What is the weather like in Oxford?

Temperatures in Oxford can range from the 60s to the mid-90s in the summer!

Safety Protocols

The Fraternity monitors safety protocols across North America and in the Oxford area. In all cases, we will follow recommendations from federal, state and local experts and venue policies.

COVID Vaccination Requirements

Beta is not requiring proof of COVID vaccination to attend the Wooden Institute. Guests should take precautions to protect their health and the safety of other Wooden Institute guests.

Cancellations, Changes and Other Fees

Below is a table of different changes and charges associated with anything related to registration and your attendance at the Wooden Institute. If you become aware of a change in your registration that needs to occur, please reach out to events@beta.org as soon as that information becomes known. The Administrative Office team is willing to work through solutions and try to help you avoid fees, but communication needs to happen as soon as you are made aware of changes.

Type of Change	Fees and Information
Substitutions, switching sessions	<p>Until May 15: Accepted with no fees After May 15: Change fee assessed at \$50 per change <i>Changes after May 15 are subject to approval. Fees will be billed to the chapter following the end of the Wooden Institute season.</i></p> <p>To substitute someone, the original registrant can make this change on their own in the registration portal. Please contact events@beta.org for instructions.</p> <p>A change fee will be assessed if someone needs to switch sessions after May 15 (subject to approval).</p>
Cancellations	<p>Until May 15: Accepted with no fees After May 15: \$375 late cancellation fee</p> <p>Late cancellations must be made by emailing events@beta.org or calling the Administrative Office at 800.800.2382 (M-F, 8:30am-5:00pm ET). <i>Late cancellation fees will be billed to the chapter following the end of the Wooden Institute season.</i></p>
No Shows	<p>\$750 no show fee charged per no show <i>No show fees will be billed to the chapter following the end of the Wooden Institute season.</i></p>
Sent home	<p>If you are sent home from the Wooden Institute due to violations of the Commitment Charter, a \$750 fee will be assessed to your chapter and travel-related costs will be at your own expense.</p>

Help! I Still Have Questions!

If you have read this entire information packet and still have questions, please reach out to the staff at Beta's Administrative Office in one of the following ways:

- Email: events@beta.org
- Phone: 800.800.2382 (8:30 a.m. – 5:00 p.m. ET Monday through Friday)