**Frequently Asked Questions**

Post 11/23/2022

**Who Should Apply**

**How many members of one organization can attend (how many can get in)?**

We encourage all interested individuals to apply. Due to cost and limited space, the acceptance rate will depend on how many applications we receive. We also are looking for a broad spectrum of applicants and organizations. If you are a media outlet wishing to submit several applications, please prioritize them so that we can accept multiple individuals from your organization, space permitting. We hope that we can accommodate several attendees from any single organization.

**I do not work in health/science journalism, but hope to move into the field – Should I apply?**

We give preference to journalists currently working on health and medicine topics. However, experience in covering health and science is not a prerequisite so you are welcome to apply. We will place you on a wait list and you would be considered if space becomes available.

**Do you accept students?**

Graduate and undergraduate students preparing for a career in health/science journalism are welcome to apply, and we hope to accept selected students, especially those with prior work experience. Priority for the limited number of seats will be given to journalists currently working in the field.

**Submitting an Application**

**When are applications due?**

We would like to receive all applications by Sunday, December 4, so that decisions can be made on acceptance and allow participants adequate time for travel planning.

**When will I hear if my application is accepted?**

Accepted applicants will be notified by Friday, December 9, and we will provide additional information and ask for a confirmation of attendance. You will have 3 calendar days to respond, i.e., by Monday, December 12. After that time, open slots will be offered to waitlisted applicants.

**Important Note**:

Please keep in mind that Sunday, December 18, is the deadline for reserving a hotel room at the special group rate at the Courtyard Marriott Dupont Circle.

**Why do I need to apply for the course rather than just register?**

Over past years of conducting this workshop, we have learned that limiting the number of participants allows us to provide the course content most effectively, and allows sufficient discussion between faculty speakers and participants. We also found that more journalists were interested than we could accommodate, hence the application process.

**What if I can only attend for part of the course?**

You must be able to attend the entire 3-1/2 days of the course, beginning at 9:30 am on Monday, January 9, and ending at 12:45 pm on Thursday, January 12. Please do not apply if you cannot commit to attending the full course.

**Location, Travel, and Costs**

**Where will the workshop be held?**

Our host for the workshop forum is the Johns Hopkins School of Advanced International Studies (SAIS). The course sessions will be held at the Nitze Building, 1740 Massachusetts Avenue, NW, Washington, DC 20036, in the Main Auditorium on the first floor. Participants should check in at the entry desk.

**What are my best transportation options?**

By air: Reagan National Airport (on the Metro subway Red Line)

By train: Amtrak Union Station (on the Metro subway Red Line)

By subway: Red Line to the Dupont Circle stop or the Farragut North stop

By car: There are numerous pay parking garages near the Nitze Building, but we recommend taking the Metro subway to avoid high parking fees. If you stay at the hotel, they have discount parking for people with a hotel reservation.

**What are the attendance costs to me or my employer?**

Accepted applicants will need to cover their travel expenses to and from the course, local transportation, meals, and all incidental travel costs. For eligible out-of-town participants, we will provide a lodging subsidy (see related question below).

Dinner on Monday, June 9, will be providing at a nearby restaurant within walking distance of the workshop venue. (Watch this site for details coming soon!) A keynote presentation will be given at dinner by our special guest, Dr. Doug Lowy, Deputy Director of the National Cancer Institute,<https://www.cancer.gov/about-nci/leadership/nci-deputy-director> .

**Where can I make a reservation for lodging?**

The Courtyard Marriott Dupont Circle at 1733 N Street, NW

For room reservations, call 202-968-7300 -- (An online link will be provided later)

Group: “Dartmouth Medicine in the Media“-- Room block expires on December 18, 2022

The Courtyard Marriott Dupont Circle is within walking distance of the Nitze Building where the course will be conducted. The hotel is also within walking distance of the Metro Red Line from two stations: Dupont Circle or Farragut North.

For eligible applicants traveling from outside of the local area (i.e., greater than 20-miles radius), a set of hotel rooms will be held at this Courtyard Marriott Dupont Circle. Accepted applicants can reserve a room by using the online link (provided after acceptance), or by calling 202-968-7300 and telling the reservationist that you are with the group: “Dartmouth Institute/Medicine in the Media“. The room hold will be lifted on December 18. After that time, we cannot guarantee room availability or lodging subsidy.

**Who is eligible for the lodging subsidy?**

Eligible participants are from outside the local area and must travel from more than 20 miles radius to get to the workshop. Each accepted applicants will be notified of their eligibility for the subsidized lodging. We are providing a lodging subsidy of up to $100 per night for 4 nights (January 8 arrival to January 12 departure) at the designated hotel. Local participants are not eligible for a subsidy.

**Other**

**If I attend, will I received some kind of official credit?**

Those who complete the course will receive a certificate indicating their participation and completion, but the certificate is not associated with any official credentialing body.

**Still need more information?**

If you have any other questions, contact Martina Taylor at martina.v.taylor@dartmouth.edu.