



Washington Policy Seminar™ (WPS) 2025 Frequently Asked Questions

Below please find Frequently Asked Questions (FAQs) and associated responses.

Don't see a question you have? Please email us at policy@iel.org.

Program on Registration Questions

- 1. What is WPS?**

WPS stands for Washington Policy Seminar™, an annual event hosted by the Institute for Educational Leadership (IEL). 2025 marks our 61st WPS.
- 2. Is WPS a part of The Everyone: An Advocate™ Suite of Services**

Yes. All IEL network members have access to free monthly Policy by the People Education Policy Updates, and Quarterly Policy Webinars. We also encourage you to register to participate in [IEL's Everyone: An Advocate](#) suite of services including our capacity-building Policy by the People modules.
- 3. When is WPS?**

WPS will be held Monday through Wednesday, March 17-19, 2025. The event starts on Monday, March 17, at 1 pm ET and concludes on Wednesday, March 19, at 11:30 am ET. The event will take place in person.
- 4. Who attends WPS?**

All members of IEL's network and those interested in education policy are welcome to attend. Registration is non-transferable.
- 5. Do you have a schedule for WPS?**

Check out our [At-A-Glance schedule](#). You will be able to pick up the program book upon check-in on Monday, March 17, 2025. A digital version will be posted closer to WPS.
- 6. Should I plan to attend the entire WPS?**

Yes. We encourage you to participate in the entirety of WPS, inclusive of all its programming. Should you wish to tour DC, we encourage you to find time outside of the program hours to enjoy the city.

7. **Where is WPS being held?**
WPS will take place at [DoubleTree by Hilton Washington DC – Crystal City](#), located just minutes away from Reagan National Airport, at 300 Army Navy Drive, Arlington, Virginia.
8. **Will there be an opportunity to go to the Hill?**
This opportunity is optional and self-guided. We encourage you to make Hill arrangements ahead of time. Those participating in the Education Policy Fellowship Program, please look to your Site Coordinator(s) for details.
9. **What if I am unable to attend WPS in person?**
WPS is an in-person event only. If you are no longer able to attend WPS after you register for the conference, please refer to the terms and conditions included in your registration confirmation for more information.
10. **Are there specific terms and conditions associated with the event?**
Yes. Please see the terms and conditions in the registration form.

Travel and Lodging Questions

1. **Do you have a room block where I can book a room?**
We have arranged a room block at the DoubleTree by Hilton Washington DC – Crystal City, where WPS will take place. A link will be provided upon the opening of registration to reserve your hotel through the room block. If you prefer to make your reservation over the phone, information on how to do so will also be made available when registration opens. The rates, fees, amenities, cut-off reservation dates, and cancellation policies are articulated on the hotel’s reservation link. Please reach out to the hotel concerning your reservations, cancellations, and payments. Each individual is responsible for their room costs and all associated fees, taxes, amenities, and miscellaneous costs. Each individual is responsible for following the hotel’s cancellation policies.
2. **The room block is sold out. What should I do?**
The room block is on a first-come, first-served basis. If the room block is sold out, we encourage you to look at other area hotels for accommodations.
3. **Is the hotel room covered by my registration?**
No. Each individual is responsible for their room costs and all associated fees and taxes. Room block availability is on a first-come, first-served basis, so we encourage you to book your stay early.
4. **What is the hotel room cancellation policy?**
Please follow the hotel’s cancellation policies articulated on the registration page, the

hotel's website, or by calling the hotel.

5. **Are meals covered by my registration?**

Your WPS registration covers some meals, but attendees should anticipate paying for meals not included in the WPS schedule. Please be sure to include any dietary restrictions in your registration form so we can work to make any necessary accommodations.

6. **Is travel covered by my registration?**

No. All travel, lodging, non-WPS meals, and miscellaneous costs are NOT included and are the responsibility of the individual participant.

7. **What is the closest airport to WPS?**

The closest airport is the [Reagan National Airport](#) (DCA), located less than 3 miles from the venue (~7 min cab ride). A complimentary shuttle runs between the airport and the hotel. See the hotel for more information. take you from Reagan airport to the Pentagon City Metro Station (~6-7 min cab ride or 12 min walk to the hotel). Other area airports are [Dulles International Airport](#) (~28 miles away, roughly 35-min ride without traffic) and the [Baltimore Washington International Airport](#) (~35 miles away, roughly 40 min ride without traffic).

[The Blue and Yellow lines on the DC Metro](#) take you from Reagan airport to the Pentagon City Metro Station (~6-7 min cab ride or 12 min walk to the hotel). Other area airports are [Dulles International Airport](#) (~28 miles away, roughly 35-min ride without traffic) and the [Baltimore Washington International Airport](#) (~35 miles away, roughly 40 min ride without traffic).

8. **What is the closest train station to WPS?**

[Washington Union Station](#) is the nearest train station.

9. **What is the closest metro station to WPS?**

The Pentagon City Metro Station is the closest DC Metro Station.

Miscellaneous Questions

1. **What is the dress code?**

We recommend business casual.

2. **Will luggage storage be offered on site?**

More information on luggage storage will be made available closer to WPS.

3. **Do you have recommendations of cultural tours I can take while in DC?**

In addition to WPS, enjoy your time exploring DC.

List of In-Person Attractions:

[Tour Smithsonian Museums, Galleries, and Zoo](#)

[Free Things to Do in DC](#)

[National Museum of Women in the Arts](#) (entrance fee)

[Artehouse](#) (entrance fee)

[Phillips Collection](#) (free and paid options)

[Spy Museum](#) (entrance fee)

Or check out one of the many historical neighborhoods in DC, including Georgetown, Penn Quarter, Eastern Market, The Wharf. Downtown Alexandria

List of Virtual Tours:

[Virtual White House tour](#)

[Virtual Capitol tour](#)

[Virtual national museums tours](#)

[Virtual National Mall tour](#)

4. **When is the Cherry Blossom Festival?**

[National Cherry Blossom Festival](#) will take place March 20-April 13, 2025. Visit the [Cherry Blossom cam](#) to get a virtual sneak peek.