



Spaceport America Cup

2022 Integrated Master Schedule Document

Table of Contents

1.0	INTRODUCTION	3
1.1	BACKGROUND	3
1.2	PURPOSE AND SCOPE	3
1.1	REVISION	3
1.2	DOCUMENTATION	4
2.0	IREC DELIVERABLES SCHEDULE AND OTHER IMPORTANT PRE-EVENT DATES	4
3.0	SPACEPORT AMERICA CUP EVENT SCHEDULE OVERVIEW	6
3.1	20 JUNE 2022 SCHEDULE DETAILS	8
3.2	21 JUNE 2022 SCHEDULE DETAILS	10
3.3	22 JUNE 2022 SCHEDULE DETAILS	13
3.4	23 JUNE 2022 SCHEDULE DETAILS	15
3.5	24 JUNE 2022 SCHEDULE DETAILS	16
3.6	25 JUNE 2022 SCHEDULE DETAILS	17

1.0 INTRODUCTION

The Experimental Sounding Rocket Association (ESRA) and the New Mexico Spaceport Authority (aka Spaceport America; Spaceport America) have partnered to host and support the Spaceport America Cup (SAC), a week-long series of events which will set the background and provide structure for the world's largest university rocket engineering competition. This host-event continues the Intercollegiate Rocket Engineering Competition's (IREC) legacy of inspiring student design teams from across the country and around the world.

1.1 BACKGROUND

The “smoke and fire,” noise, high speeds, and sleek aerodynamics of rocketry encourage students to pursue science, technology, and mathematics based careers. They have "Rocket Fever!", and competition motivates them to extend themselves beyond the classroom to design and build the rockets themselves. These students also learn to work as a team, solving real world problems under the same pressures they'll experience in their future careers.

ESRA held the first annual IREC in 2006. The competition achieved international status in 2011 when Canadian and Brazilian universities threw their hats in the ring. These schools have since been joined by others from every continent except Antarctica. In fact, the competition has roughly doubled in size every year since 2013, becoming the largest known collegiate level rocket engineering competition in the world in 2014. Attendance in 2016 included as many as 600 participants – including faculty, family, and friends of students from over 50 colleges and universities. The next year marked the start of a new era with the inaugural Spaceport America Cup. Over 1,100 students, faculty, and representatives from 22 industry partners participated in an academic conference, rocket and payload engineering competitions, and non-competing demonstration flight tests.

1.2 PURPOSE AND SCOPE

This document primarily defines the schedule on which participants in the Spaceport America Cup: Intercollegiate Rocket Engineering Competition must submit required deliverables to the event organizers in order to be considered "timely" in scoring. The impact of timeliness on scoring is described for each respective deliverable in Section 2.6 of the *IREC Rules & Requirements Document*, maintained on the ESRA website (<http://www.soundingrocket.org/sa-cup-documents--forms.html>). Furthermore, this document, integrates other information useful to participants, such as the deadlines for early, on-time, or late-payment of fees, due dates for required waivers/forms, and the detailed event schedule of the Spaceport America Cup itself.

1.1 REVISION

The SAC Integrated Master Schedule Document is a living document and will be updated as needed throughout the year leading up to the Spaceport America Cup – at the event itself if necessary – in response to real-world events. The most up to date version will always be maintained on the ESRA website (<http://www.soundingrocket.org/sa-cup-documents--forms.html>). Participants should always verify they are working to the correct version by checking the Effective Date recorded on the header of their copy matches the version currently stored on the ESRA website. Updates to the SAC Integrated Master Schedule Document will always be announced via e-mail and other means.

NOTE: The event organizers will never revise the SAC Integrated Master Schedule Document to make the due dates of upcoming deliverables sooner than originally scheduled.

1.2 DOCUMENTATION

The following documents include standards, guidelines, schedules, or required standard forms. The documents listed in this section are either applicable to the extend specified in this document or contain reference information useful in the application of this document.

DOCUMENT	FILE LOCATION
IREC Rules & Requirements Document	http://www.soundingrocket.org/sa-cup-documents--forms.html
SA Cup Range Standard Operating Procedures	http://www.soundingrocket.org/sa-cup-documents--forms.html
IREC Forms and Templates	http://www.soundingrocket.org/sa-cup-documents--forms.html

2.0 IREC DELIVERABLES SCHEDULE AND OTHER IMPORTANT PRE-EVENT DATES

The following table records the schedule on which participants in the Spaceport America Cup: Intercollegiate Rocket Engineering Competition must submit required deliverables to the event organizers in order to be considered "timely" in scoring, as well as the due dates for competition fees and required waivers/forms. Unless otherwise specified, all times given are Eastern Daylight Time (EDT).

All deliverables are now managed via the Spaceport America Cup 2022 Hero^x challenge page at: <https://www.herox.com/SpaceportAmericaCup2022>

DATE	ACTION(S)
0100 01 OCT 2021	Entry Application window begins per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022
1700 15 OCT 2021	Entry Application window closes per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022
2000 25 OCT 2021	Acceptance Announcement per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022
1700 17 DEC 2021	Submit 1 st Progress Update per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022
1700 17 DEC 2021	\$200 Entry Deposit fee is due using the payment link provided on the IREC Fees webpage of the ESRA website: https://www.soundingrocket.org/irec-fees.html
1700 18 FEB 2022	Submit 2 nd Progress Update per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022

1700 22 APR 2022	<p>The \$200 Entry Deposit fee is no longer refundable if paid after this date, or if a team who has paid announces their intention to withdraw after this date.</p>
	<p>This is the on-time payment deadline for the \$500 Rocket Fee. This fee increases to \$700 for late-payment. The Rocket Fee will be paid using the payment link provided on the IREC Fees webpage of the ESRA website http://www.soundingrocket.org/irec-fees.html</p>
	<p>This is the on-time payment deadline for the \$50 individual Rocketeer Fee. This fee increases to \$60 for late-payment. Each participant will pay using the payment link provided on the IREC Fees webpage of the ESRA website http://www.soundingrocket.org/irec-fees.html</p>
	<p>Submit 3rd Progress Update per Section 2.6.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022</p>
1700 13 MAY 2022	<p>Submit Project Technical Report per Section 2.6.2 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022</p>
	<p>Submit Poster Session Materials per Section 2.6.3 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022</p>
	<p>Submit Podium Session Materials per Section 2.6.4 of the <i>IREC Rules & Requirements Document</i> - Slide Deck and Extended Abstract https://www.herox.com/SpaceportAmericaCup2022</p>
	<p>Submit School Participation Letter per Section 2.6.5.1 of the <i>IREC Rules & Requirements Document</i> https://www.herox.com/SpaceportAmericaCup2022</p>

3.0 SPACEPORT AMERICA CUP EVENT SCHEDULE OVERVIEW

The following table records the detailed schedule of events for the Spaceport America Cup. Unless otherwise specified, all times given are Mountain Daylight Time (MDT). The Spaceport America Cup will be held at Spaceport America and Las Cruces, New Mexico. Detailed schedules of each day's events are provided in the following sections.

DATE	EVENT(S)
20 JUN 2022	<p>Rocketeer Check-in: Rocketeers Check-in begins at 10am MST at the Las Cruces Convention Center. <u>NEW FOR 2022</u> - All the student rocketeers, mentors and Flier of Record for each team should arrive at the Convention Center NO LATER THAN 5pm MST.</p> <ul style="list-style-type: none"> ● Confirmation of team/student fees payment ● Student rocketeer passes and car passes ● Distribution of T-Shirts and Team Swag ● Team Photo ● Recovery team safety briefing ● Rocket Safety Reviews <p>Teams unable to check in on Monday, may check in on Tuesday, but will have points deducted from their score. Team checking in on Tuesday will also experience long lines, limited availability of correct T-shirt sizes, etc.</p>
	<p>Event Staff, Judge, and Volunteer Coordination Kick-off Meeting: All event staff, Range Safety and Launch Operations team members, judges, and volunteers will meet Las Cruces Convention Center at 6pm MDT for a coordination kick-off meeting. ESRA Leadership team will brief the team on the coming schedule of activities, distribute necessary materials, and answer all questions from those assembled. (This meeting is Not for Students)</p>
21 JUN 2022	<p>Opening Ceremony, Conference Day Podium and Poster Sessions: Held at the Las Cruces Convention Center, the Conference Day gives students, judges, recruiters, the public, and media a chance to see all the projects.</p> <p>Judges will begin evaluating all projects for the "category place awards", "team conduct awards" and "overall winner award" defined in the <i>IREC Rules & Requirements Document</i>.</p> <p>Judges will begin evaluating projects accepted into the podium session for special "technical awards" defined in the <i>IREC Rules & Requirements Document</i>.</p>
	<p>Mass Group Photo: All participants will gather for group photos outside the Las Cruces Convention Center, opting for themselves whether or not to include their projects. ESRA Volunteer/Staff group photos will be directly afterward.</p>
	<p>ESRA Volunteer All-Hands Meeting: All ESRA volunteers will gather at the Marriott Courtyard for a final session to prepare for launch operations.</p>

22 JUN 2022	<p>Launch Preparations and Design Implementation Evaluation: While being judged and monitored for flight safety concerns, all teams will spend the day on-site at the Spaceport America Vertical Launch Area (VLA), setting up the Rocket Assembly Area(s), assembling their systems, and troubleshooting components in preparation for launch.</p>
	<p>Early Launch Opportunity: Teams who have received Final Launch Safety approval can proceed to Launch and recovery operations no earlier than 12n.</p>
23 JUN 2022	<p>Launch Day: Launch and recovery operations will occur on-site at the Spaceport America VLA.</p>
24 JUN 2022	<p>Launch Day: Launch and recovery operations will occur on-site at the Spaceport America VLA. There will be spectator viewing areas set up and teams will be able to display their rockets after recovery.</p> <p>TEAMS THAT HAVE NOT COMPLETED FLIGHT SAFETY REVIEW BY NOON (MDT) ON FRIDAY WILL NOT BE PERMITTED TO FLY FOR THE REMAINDER OF THE COMPETITION</p>
25 JUN 2022	<p>Final Launch Day: Launch and recovery operations will occur on-site at the Spaceport America VLA.</p>
	<p>Site Cleanup: All teams support cleanup of the Rocket Assembly Area(s) and immediate surroundings to remove equipment and properly dispose of trash, discarded material, etc. To care for this land, the goal is to leave it in better condition than when we arrived!</p>
	<p>Awards Ceremony: To be held at the Las Cruces Convention Center Saturday evening. For participants, family, friends, faculty, and media.</p>

3.1 MONDAY, JUNE 20, 2022 SCHEDULE DETAILS

Events scheduled include Check-in for Rocketeers, and a Coordination Kick-off Meeting for all Event Staff, Judges, and Volunteers. Check-in occurs and the Event Staff meetings will occur at the Las Cruces Convention Center

Note: All times recorded below are subject to change by ESRA as needed based on extenuating circumstances. ESRA will make every attempt to communicate schedule changes in advance; however, we ask that teams remain flexible and adaptable to changes if/when they occur.

TIME (MDT)	EVENT(S)
<p>10:00am-5:00pm (or last in line) Las Cruces Convention Center</p>	<p>Student Team Check-in begins at 10am MST at the Las Cruces Convention Center. NEW FOR 2022 - All the student rocketeers, mentors and Flyer of Record for each team should arrive at the Convention Center NO LATER THAN 5pm MST.</p> <ul style="list-style-type: none"> ● Confirmation of team/student fees payment ● Student rocketeer passes and car passes ● Student T-Shirts and Cup Swag ● Team Photo ● Recovery team safety briefing ● Rocket Safety Reviews <p>Teams unable to check in on Monday, may check in on Tuesday, but will have points deducted from their score. Team checking in on Tuesday will also experience long lines, limited availability of correct T-shirt sizes, etc.</p> <p>Student Team Check-in:</p> <p>The team will complete the check-in process defined in Section 3.0 of the <i>SA Cup Range Standard Operating Procedures</i>.</p> <p>Finally, all participants must bring an acceptable form of government issued photo ID to access the Spaceport. A passport, U.S. driver's license, or Canadian health card are all considered acceptable forms of government issued photo ID.</p> <p><u>IMPORTANT: All participants shall carry their respective form of government issued photo ID with them at all times, while on Spaceport America property. Spaceport America Protective Services personnel may request a participant's ID at any time to confirm the individual's identity.</u></p>
<p>6:00pm-10:00pm (or last question) Las Cruces Convention Center</p>	<p>Event Staff, Judge, and Volunteer Coordination Kick-off Meeting:</p> <p>Event Staff, Judge, and Volunteer Coordination Kick-off Meeting: All event staff, Range Safety and Launch Operations team members, judges, and volunteers will meet Las Cruces Convention Center at 6pm MDT for a coordination kick-off meeting. ESRA Leadership team will brief the team on the coming schedule of activities, distribute necessary materials, and answer all questions from those assembled. (This meeting is Not for Students)</p>

	<p>All Event Staff, Judges, and Volunteers must always wear their badges while on Spaceport America property. Badges shall be worn where they are clearly visible – clipped either to a garment or a provided lanyard or above the waist. Only vehicles (not including trailers) with a vehicle placard will be admitted onto Spaceport America property. Placards shall be displayed prominently – either on top of the dashboard or hanging from the rearview mirror.</p>
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3.2 TUESDAY, JUNE 21, 2022 SCHEDULE DETAILS

Events scheduled include Conference Day Proceedings, a Networking Social Event, and late check-in. The Conference Day Proceedings will occur at the Las Cruces Convention Center. The Las Cruces Convention Center is located at 680 East University Ave, Las Cruces, NM 88001.

Time (MDT)	EVENT(S)
<p>5:00am-7:00am Las Cruces Convention Center</p>	<p>Student Team and Vendor Booth Set-up:</p> <p>Spaceport America Cup sponsors, recruiters, vendors, exhibitors and IREC teams will set-up their displays and booths in specified areas in the Convention Center Exhibit Hall and Pre-function Space.</p> <p>IREC Teams will be directed to bring their poster displays, project hardware, and any other materials through the rear or front entrances directly into the Exhibit Hall – where they will find tables and chairs assigned to them.</p> <p>Eight-foot-long tables are provided. Each table is provided 3 chairs for team members to share as desired. All tables will be numbered and assigned. All manner of standing displays (e.g. roll-ups, spider frames, etc.) are permitted.</p> <p>Sponsors, recruiters, vendors, exhibitors will enter through the front entrance to set up at designated locations in the Pre-function Space. A table and chairs are provided for each Sponsor area.</p> <p>Any sponsors or IREC Teams who do not finish setting up their booth prior to the Kick-off All-hands Briefing at 0700, may continue setting up after the briefing.</p>
<p>7:00am-7:30am Las Cruces Convention Center</p>	<p>Kick-off All-hands Briefing:</p> <p>All event attendees will gather in Ballrooms 1 & 2 (combined into a single auditorium) for the official opening of the Spaceport America Cup. There will be standing room only, so please be prepared. Representatives from ESRA and Spaceport America will introduce themselves, acknowledge sponsors, provide general safety info, and any additional updates.</p>
<p>7:45am-8:45am Las Cruces Convention Center</p>	<p>Team Officers, Mentors, Flyers of Record & Faculty Briefing:</p> <p>Each team should have the two most senior members, Mentors, Flyer of Record and faculty advisors (if present) stay behind in the ballroom for a detailed briefing on the procedures for the event. There will be a Q & A session during this briefing.</p> <p>The convention center staff will also be closing the wall during a portion of this meeting to split the ballroom into two presentation rooms.</p>
<p>9:00am-5:00pm Las Cruces Convention Center</p>	<p>Late Check-in:</p>

	Any teams which did not check-in Monday evening, <u>must check in during the conference day</u> . Please refer to details recorded in Section 3.1 of this Document under “Early Check-in” for check-in requirements.
9:00am-5:00pm Las Cruces Convention Center	Doors open to the general public with free admission:
9:00am-5:00pm Las Cruces Convention Center	Conference Poster Session: IREC Team Poster Displays, project hardware, and other materials on display in the Exhibit Hall all-day offer students, judges, recruiters, the general public, and media a chance to see all the projects. At least one member of the team must be present with their display at all times, both to supervise the booth and engage with any visiting event attendees.
9:00am-11:00am Las Cruces Convention Center	Conference Podium Session: Ballrooms 1 & 2 will be divided into two auditoriums following the Kick-off All-hands Briefing. Each auditorium will concurrently host student presentations by IREC Teams eligible for certain Technical Achievement Awards. Each presentation is expected to be twenty minutes long with an additional five minutes allotted for Q&A. There may be as many as 24 such presentations – 12 in each auditorium. Later in the day, the Podium Session may also feature presentations by non-competing student research projects, and industry sponsors. The selected topics, their order, and the auditorium in which they are scheduled will be distributed via email prior to the event, and posted on the doors of each auditorium at the event itself.
11:00am-12:00pm	Podium Session pauses while the judging panel breaks for lunch
12:00pm-5:00pm Las Cruces Convention Center	Conference Podium Session Resumes: Ballrooms 1 & 2 will be divided into two auditoriums following the Kick-off All-hands Briefing. Each auditorium will concurrently host student presentations by IREC Teams eligible for certain Technical Achievement Awards. Each presentation is expected to be twenty minutes long with an additional five minutes allotted for Q&A. There may be as many as 24 such presentations – 12 in each auditorium. Later in the day, the Podium Session may also feature presentations by non-competing student research projects, and industry sponsors. The selected topics, their order, and the auditorium in which they are scheduled will be distributed via email prior to the event and posted on the doors of each auditorium at the event itself.
5:00pm-6:30pm Las Cruces Convention Center	Tear Down:

	All Spaceport America Cup sponsors, recruiters, vendors, exhibitors and IREC teams should remove their displays from the Convention Center by 1830, remembering to break to join the group Photo at 5:30pm. Teams may pack up as much as they need to before and/or after the photo.
5:30pm Las Cruces Convention Center	Group Photo: At 5:30pm, a group photo will be taken outside the convention center. Teams not ready at 5:30pm will not be in the photo. It is the team's responsibility to be ready at 5:30pm. Rockets are optional. If teams bring school and/or national flags, there will be two photos - one with school and/or national spirit, and one without.
6:00pm-9:00pm Marriott Courtyard (across the street from Convention Center)	ESRA Staff, Judge, and Volunteer Dinner: ESRA Staff, Judges, and Volunteers will meet for a working dinner at the Marriott Courtyard across the street from the convention center.. ESRA personnel will de-brief each other following the Conference Day, and coordinate on the next day's activities at the Spaceport.

3.3 WEDNESDAY, JUNE 22, 2022 SCHEDULE DETAILS

Events scheduled include Event Setup at the Spaceport, Launch Preparations, and an opportunity for any well organized teams using solid propulsion to attempt flight. All these events will occur on Spaceport America Property. The Spaceport is located on County Road A021, Truth or Consequences, NM 87901. More specific driving directions will be provided during the Team Officers & Faculty Briefing at the Conference. Once at the Spaceport participants will be heavily assisted in reaching their appropriate locations by ESRA and Spaceport America personnel.

TIME (MDT)	EVENT(S)
6:00am	<u>Gates open:</u> The gate to Vertical Launch Area (VLA) opens at 0600. Teams may begin showing up any time after 0600 – Spaceport America security staff will direct the participants to the VLA where they will establish the participant parking and rocket assembly areas.
10:00am-10:30am	<u>Morning Flyer Meeting:</u> All Team Project Managers and Safety Officers must meet for mandatory Flyer's Meeting each morning until they complete their flight. These morning meetings are to cover launch operations, safety instructions and any updates to procedures that have been made. It is the responsibility of the team project manager and safety officer to disseminate the information to all team members. Students attending the Flyers Meeting should expect to take notes.
10:00am-4:30pm	<u>Launch Preparations and Judging Evaluations:</u> Once the Rocket Assembly Area is established, participants will begin preparing their projects for flight. Judging and Range Safety Evaluations not completed by this afternoon, will continue the next day.
12n-4:30pm	<u>Range open for launch operations:</u> ESRA anticipates both staff and students being prepared to support launches no earlier than 12n.
5:30pm-6:00pm	<u>Evening Flyer Meeting:</u> Mandatory for all teams attempting to launch early the following morning before the next scheduled Morning Flyer Meeting, and any other team told to attend by event staff. Optional to all other teams. On Wednesday, this is mandatory for all high altitude launches – which will attempt flight early Thursday morning This briefing will be similar to the Morning Flyer's Meeting., but will also act as a way for teams and ESRA to give feedback to one another.
4:30pm-5pm	<u>Judges Coordination Meeting:</u> Judges will convene in the VLA for a quick debrief of the first day and prepare for the next day's launch operations.

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3.4 THURSDAY, JUNE 23, 2022 SCHEDULE DETAILS

Events scheduled include launch operations and the resolution of any judging activities not completed the previous day. All these events will occur on Spaceport America Property.

TIME (MDT)	EVENT(S)
5:00am	Spaceport America VLA Gates Open
6:00am-4:30pm	Range open for launch operations: ESRA anticipates both staff and students being prepared to support launches no earlier than 0600. Launches will not commence until the sun rises over the mountains and the RSO has officially approved launches can proceed.
8:30am-9:00am	Morning Flyer Meeting: <u>All Team Project Managers and Safety Officers must meet for mandatory Flyer's Meeting each morning until they complete their flight.</u> These morning meetings are to cover launch operations, safety instructions and any updates to procedures that have been made. It is the responsibility of the team project manager and safety officer to disseminate the information to all team members. Students attending the Flyers Meeting should expect to take notes.
5:30pm-6:00pm	Evening Flyer Meeting: Mandatory for all teams attempting to launch early the following morning before the next scheduled Morning Flyer Meeting, and any other team told to attend by event staff. Optional to all other teams. On Wednesday, this is mandatory for all high altitude launches – which will attempt flight early Thursday morning This briefing will be similar to the Morning Flyer's Meeting., but will also act as a way for teams and ESRA to give feedback to one another.
4:30pm-5pm	Judges Coordination Meeting: Judges will convene in the VLA for a quick debrief of the first day and prepare for the next day's launch operations.
10pm	Spaceport America VLA Gates Close - All Students must depart the VLA. No camping is allowed

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3.5 FRIDAY, JUNE 24, 2022 SCHEDULE DETAILS

Events scheduled include launch operations and the resolution of any judging activities not completed the previous day. All these events will occur on Spaceport America Property.

TIME (MDT)	EVENT(S)
5am	Spaceport America VLA Gates Open
6:00am-4:30pm	<p><u>Range open for launch operations:</u> ESRA anticipates both staff and students being prepared to support launches no earlier than 0600. Launches will not commence until the sun rises over the mountains and the RSO has officially approved launches can proceed.</p> <p>Any remaining teams unable to fly on Friday are at a <u>VERY HIGH RISK of not launching on Saturday.</u></p>
8:30am-9am	<p><u>Morning Flyer Meeting:</u> <u>All Team Project Managers and Safety Officers must meet for mandatory Flyer's Meeting.</u> These morning meetings are to cover launch operations, safety instructions and any updates to procedures that have been made. It is the responsibility of the team project manager and safety officer to disseminate the information to all team members. Students attending the Flyers Meeting should expect to take notes.</p>
5:30pm-6pm	<p><u>Evening Flyer Meeting:</u> Mandatory for all teams attempting to launch early the following morning before the next scheduled Morning Flyer Meeting, and any other team told to attend by event staff. Optional to all other teams. On Wednesday, this is mandatory for all high altitude launches – which will attempt flight early Thursday morning This briefing will be similar to the Morning Flyer's Meeting., but will also act as a way for teams and ESRA to give feedback to one another.</p> <p><u>Flight Safety Review Cutoff:</u> Teams that have not completed flight safety review by this time will not be permitted to fly for the remainder of the competition. Teams who fly on Saturday may not receive a score for their flight.</p>
4:30pm-5pm	<p><u>Judges Coordination Meeting:</u> Judges will convene in the VLA for a quick debrief of the first day and prepare for the next day's launch operations.</p>
10pm	Spaceport America VLA Gates Close

3.6 SATURDAY, JUNE 25, 2022 SCHEDULE DETAILS

Events scheduled include launch operations, final judging deliberations, and the Awards Ceremony.

TIME (MDT)	EVENT(S)
5am	Spaceport America VLA Gates Open
6:00am-12n Spaceport America VLA	<u>Range open for launch operations:</u> Launches will not commence until the sun rises over the mountains and the RSO has officially approved launches can proceed. The Launch Window closes at 12n. Any team who has not cleared RSO inspection and the Final Checkpoint by 10am Saturday morning will not get to launch. Any team showing up to the Rangehead with your rocket at 12n for inspection will be turned away. DO NOT WAIT UNTIL THE FINAL DAY TO LAUNCH!!!
7am-7:30am Spaceport America VLA	<u>Morning Flyer Meeting:</u> <u>All Team Project Managers and Safety Officers must meet for mandatory Flyer's Meeting.</u> These morning meetings are to cover launch operations, safety instructions and any updates to procedures that have been made. It is the responsibility of the team project manager and safety officer to disseminate the information to all team members. Students attending the Flyers Meeting should expect to take notes.
12pm-4pm Spaceport America Special Operations Center (SOC)	<u>Judges meet for final deliberations:</u> All scored flights must have been recovered and completed post-flight processing no later than 1200.
12n-3pm Spaceport America VLA	<u>Soft Range Close and Site Cleanup:</u> ESRA will start packing up any non-essential resources. This includes any rails and launch equipment that will not be needed, ESRA tents, etc. ESRA will be asking for volunteers from the teams over the PA system to help make this quicker, we hope that each team can lend one or two people to help a little. The goal is to leave the area in better condition than when we arrived!
3pm-5pm Spaceport America VLA	<u>Hard Range Close and Site Cleanup:</u> All launch operations will stop and ESRA will ask for one last wave of volunteers to help pack up all remaining equipment. The goal is for the last vehicle to be leaving no later than 5pm for Las Cruces. If all the teams pitch in a couple volunteers, the process will proceed quickly and everyone will have a chance to go back to town, eat dinner, and clean themselves up for the awards ceremony.
6pm - 7pm	<u>Las Cruces Convention Center Doors Open</u> - Ice cream social for all attendees
8pm-10pm Las Cruces Convention Center	<u>Spaceport America Cup Awards:</u> Featuring keynote speakers, closing remarks will be made, music will be played, and winners of all competitions and categories will be announced.