



**The Academy**  
Practical information  
Herndon Training Center

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## Contents

1	Introduction .....	4
2	Training Center in Herndon.....	4-5

## Introduction

This document describes the location of the training facility in Herndon that The Academy uses for customer training and certification programs.

It also provides some recommendations regarding nearby hotels.

## Training Center in Herndon

The training center in Herndon is located at:

*ST Engineering iDirect  
13861 Sunrise Valley Drive, Suite 300  
Herndon VA 20171  
United States (<https://goo.gl/maps/Dki8CqroBXTvnJ1r9>)*

## Parking:

Available at the facility and free of charge.



Site contact person:

*Grace Z. Liu  
Global Training Program Coordinator  
Reception desk: +1 703 648 8000  
Direct phone: +1 703 256-6432*

Recommended nearby hotel:

*Sonesta ES Suites Dulles Airport  
13700 Coppermine Rd.  
Herndon VA 20171  
United States*

Check on <https://www.sonesta.com/sonesta-es-suites/va/herndon/sonesta-es-suites-dulles-airport>

The hotel is across the street from the training center and can be reached on foot.

For all questions/ remarks, please contact [theacademy@idirect.net](mailto:theacademy@idirect.net).

### **Smoking area:**

The smoking area is the 1st floor of the parking garage next to the building. Smoking inside the building, at the entrance of the building and on the terraces is prohibited. Contact Grace Liu at [gliu@idirect.net](mailto:gliu@idirect.net) for a site map of designated smoking area.

### **Dining area:**

There is a rest area and kitchen next to the training room where water, coffee, tea, and vending machines are available.

### **Toilets:**

There are two toilets located on the 3rd floor, one for men and one for women.  
Onsite points of contact

### **Onsite points of contact:**

Should you be late and need to get in touch, please contact:  
reception +1 703 648 8000  
Grace Liu +1 703 256-6432