University of Arkansas Fall 2007 Job Fair!
Fayetteville, AR
September 24-26, 2007

Welcome!
Thank you for choosing to attend the University of Arkansas Fall 2007 Job Fair in beautiful Fayetteville, Arkansas! The following information is designed to help you plan for this event. If you have a question about billing or invoices, please contact Beckye Clark at raclark@uark.edu, 479-575-7379. If you have a question about scheduling On-Campus Interviews or Information Sessions, please contact Lori Magar at recruit@uark.edu, 479-575-2806.

Dates, Times, Locations of Events
1. **NEW!! 2 days of Expo!**
   **Monday, September 24 AND Tuesday, September 25, 2007**
   **Engineering Expo**
   Bell Engineering Center
   12:00 – 4:00 p.m.
   A Career Expo designed for students majoring in all areas of engineering, technology, industrial sciences and math.

2. **Wednesday, September 26, 2007**
   **Job Fair for All Majors**
   Arkansas Union Ballroom
   10:00 a.m. – 2:00 p.m.
   The Job Fair attracts students from all academic majors at the University of Arkansas. This event kicks off the fall 2007 recruiting season.
   **Graduate School Fair**
   Arkansas Union Connections Lounge
   10:00 a.m. – 2:00 p.m.
   The Grad School Fair features a diversity of graduate programs on the University of Arkansas campus and from other schools in the region.

Because students attend the fairs as their class schedules allow, we hope you will remain at the fairs from start to finish. We appreciate your understanding of our students’ scheduling needs.

Career Fair Fees
The fees are as follows:

- $ 450 For-Profit rate (to attend one or all fairs)
- $ 200 Non-Profit rate and Graduate School rate
- $ 50 U of A, Fayetteville, on-campus department rate

**NEW!!** $ No charge for Career Development Center corporate partners!

For details about this new program, please contact Peggy Boyles at pboyles@uark.edu.

Payment can be made by check or credit card

**Note**: Career Fair payment is due IN FULL one week prior to the fairs, by 5:00 pm on September 17, 2007. **If payment is not received by the deadline, your registration will be canceled.** Should it be necessary for you to cancel after payment has been made, a full refund will be issued if cancellation is made one week prior to the fairs, by 5:00 p.m. on September 17, 2007. After that date, refunds will not be issued. **Checks should be made payable to the U of A Career Development Center and sent to:**
University of Arkansas Career Development Center
Attention: Beckye Clark
ARKU 607
1 University of Arkansas
Fayetteville, AR 72701-1201

**Credit card payments will also be accepted.** VISA, MasterCard and Discover cards will be accepted.
Making Travel Plans

Directions to Campus

• From the South: Take I-40 to I-540 North (exit 12). From I-540 North to Fayetteville, take the Farmington/US 62/University of Arkansas/Sixth Street exit (exit 62). East on 62. North on Razorback Road. The campus entrance is located at the corner of Razorback Road and Sixth Street.
• From the North: After Bella Vista, take I-540 South all the way to Fayetteville. From I-540 North to Fayetteville, take the Farmington/US 62/University of Arkansas/Sixth Street exit (exit 62). East on 62. North on Razorback Road. The campus entrance is located at the corner of Razorback Road and Sixth Street.
• From the East: Take Hwy 412 west to I-540. See directions above.
• From the West: Take Hwy 412 east via Cherokee Turnpike from Tulsa, Okla., to I-540. See directions above.

Hotel Accommodations and Other Attractions:
Hotel accommodations are listed at the following link. Please mention you are with the University of Arkansas Career Fairs, as some hotels provide U of A event discounts:
http://www.experiencefayetteville.com/lodging.php (lodging guide)
http://www.experiencefayetteville.com/dining.php (dining guide)
http://www.fayettevillear.com/ (Fayetteville Chamber of Commerce guide)

Shipping Promotional Materials
If you are attending Engineering Expo, please ship your promotional materials (displays, etc.) to:
University of Arkansas Career Development Center
Attention: Andy Matthews
BELL 3158
1 University of Arkansas
Fayetteville, AR 72701-1201

Please contact Andy Matthews at matthews@uark.edu or 479-575-6265 if you have questions about Engineering Expo. Thank you for including completed shipping & handling forms for return transmittal.

If you are attending the Job Fair or Grad School Fair, please ship your promotional materials (displays, etc.) to:
University of Arkansas Career Development Center
Attention: Beckye Clark
ARKU 607
1 University of Arkansas
Fayetteville, AR 72701-1201
Please contact Beckye Clark at raclark@uark.edu or 479-575-7379 if you have questions. Thank you for including completed shipping & handling forms for return transmittal.
**Note** If you are attending fairs on multiple days, our staff will assist you in moving your promotional materials/displays between fair locations in other buildings. *Please ship promotional materials to location of first day fair if you are attending fairs on more than one day!*

**Parking Information for All Fairs**
Free parking will be available in the Harmon Parking Deck just east of the Reynolds Center each day of the fair! *Please take your parking ticket into the fairs with you each day for validation.* Directions to Harmon Deck: if coming in from I-540, take Exit 62 heading east (also known as Sixth Street), turn left (north) on Razorback Road at the campus entrance, right (east) on Leroy Pond (just before Bud Walton Arena), left (north) on California at the stop sign, continue past the 4-way stop at Stadium & California, then left on Harmon at the top of the hill. The Harmon Deck will be on your right. Please refer to campus map for directions. *The map can be found at this link that you will need to zoom in to 100% to view: http://www.uark.edu/rd_vcad/urel/info/campus_map/images/06VisitGuide.pdf*

The Harmon Parking Deck is HAPF on the map. A shuttle will transport you from the Harmon Deck to the career fair locations in Bell Engineering and the Arkansas Union. Students will assist you in unloading promotional materials/displays and will help you transport them to the Job Fair locations two hours prior to the start of each fair. Students will also be available to assist you in returning promotional materials/displays to your car at the conclusion of the Job Fairs or to the next day’s fair location if you are attending more than one day.

**Employer Check-In**

**Engineering Expo Fairs**
Employers are encouraged to arrive at least 2 hours in advance of the Career Fair start time. Check-in will begin in Bell Engineering Center at 10:00 a.m. Lunch will be provided prior to the noon start of the fair in Bell Engineering Center. Employers attending Engineering Expo will have an opportunity to visit with Andy Matthews, matthews@uark.edu, about Cooperative Education/Internships for engineering students.

**Job Fair and Grad School Fairs**
Employers are encouraged to arrive at least 2 hours in advance of the Career Fair start time. The Employer Welcome table will be set up on the 5th floor of the Arkansas Union. From that location, you will be directed to your Career Fair table. Please plan to check in between 8:00 – 10:00 a.m.

**Employer Hospitality Room:**
From 8:00 a.m. until 2:00 p.m., you are invited to stop by Arkansas Union 503 (around the corner from the Ballroom on the 5th floor) for refreshments and an opportunity to visit with your colleagues. University of Arkansas faculty, staff, and students may join you for conversation during the day.

**Lunch:**
In order to offer you greater variety in your lunch selections, we will provide two $10 meal cards per registered organization for use in the Arkansas Union Food Court (3rd floor) at check-in. Additional meal cards can be purchased upon arrival. Meal choices include pizza, sub sandwiches, hot lunches, sushi, chicken sandwiches, hamburgers, salads, soups, wraps, desserts, and beverages. Use of meal tickets will allow you to select a meal that meets your specific dietary needs. If you have dietary requirements that differ from our Food Court selections, please contact Beckye Clark at 479-575-7379.

**Tables:**
One six foot table is provided with your registration. Each table has access to electricity. As part of the registration process, your organization has already indicated whether you require an additional six foot table for a $200 fee OR an outer edge table if you have an oversize display for no additional fee. We will accommodate the outer edge table requests on a first request basis.

**Scheduling On-Campus Interviews:**
We hope you will identify many University of Arkansas students for future job interviews. If you would like to schedule on-campus interviews or information sessions while here for the fairs or at a follow-up visit to campus, please contact Lori Magar (for students in All UA Colleges) at recruit@uark.edu or 479-575-2806.
Evaluation:
We welcome your feedback regarding the Career Fair events, our “customer service,” and our students’ preparation. Please visit our on-line survey to record your feedback. The survey is available at http://career.uark.edu/employers/emp_survey.asp. If you wish to discuss anything about the services or programs we provide and if you have suggestions for ways we can improve our service to you, please don’t hesitate to contact:
University of Arkansas Career Development Center
Attention: Barbara Batson
ARKU 607
1 University of Arkansas
Fayetteville, AR 72701-1201
479-575-2806 or bbatson@uark.edu

Thank you!

Reasonable Accommodations:
If you need an accommodation to fully participate in this event, please contact the Career Development Center at 479-575-2805 or e-mail raclark@uark.edu

Campus Map: