

EXPO

2010

Date:

- Monday, March 1, 2010

Location:

- Purdue Memorial Union Ballrooms
101 S. Grant Street
West Lafayette, IN 47906

Costs:

- **\$500** for **one table** with **four representatives**
** NOTE: Due to limited space, **no more than four** representatives per table may be on the floor at any time. Additional tables may be purchased if more than 4 representatives will be on the floor.
- **After February 5th**: increased to **\$550** for one table with four representatives

Important Dates:

November 23	Online Registration Opens	http://www.purdueesc.org Cost of registration is \$500 per table
February 5	Last Day for Early Registration and free cancellations	Cost of registration will increase to \$550 Cancellations incur a \$200 fee after this date.
February 12	Last Day for Registration	Register as early as possible since registration will close when capacity is reached.
February 12	Last Day for Cancellation	If cancellation occurs after this date, payment in full is still required.
March 1	PESC EXPO	9:00 am - 4:00 pm Purdue Memorial Union

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Registration:

Purdue Engineering Student Council will provide online registration for EXPO on the PESC website, www.purdueesc.org, beginning November 23, 2009. Once at the site, look for an Online Registration link on the main page to begin the process. Early registration will last until **February 5, 2010**. Prior to February 6, cancellation is free. Beginning February 6, registration increases to \$550 and a cancellation will incur a \$200 fee. The final day for registration or cancellation is **February 12, 2010**. Cancellations made following February 12, 2010 will still require full payment.

Checks made payable to: Purdue Engineering Student Council and mailed to:

**PESC, Civil G216A
ATTN: Amanda Evans
550 Stadium Mall Drive
West Lafayette, IN 47906**

Interviews:

Interviews will be conducted by Purdue's Center for Career Opportunities. (www.cco.purdue.edu). During EXPO registration there will be a link to the CCO website to request interview space on March 2nd or 3rd. Many companies opt to interview on the days immediately following the career fair, but interviews sessions can be scheduled for any day following the event. The CCO can be reached via email at hire@purdue.edu or by phone at (765) 494-3981.



Successful recruiting is a year-round process that includes investing the time and making the effort to build important relationships on campus. Purdue's Center for Career Opportunities can assist with your recruiting and employer branding efforts by helping you to :

- *Post vacancies online for students and Purdue alumni
- *Set up on campus interviews
- *Access resumes based on specific search criteria
- *Connect with students through presentations, meetings and special events
- *Build your campus presence at Purdue

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Company Guidebooks:

PESC creates a guidebook with information on all companies attending EXPO. The guidebooks will be available to all students on campus prior to EXPO, therefore providing EXPOsure for the companies before they actually arrive on campus. As part of the online registration process, all companies will provide PESC with information for the company guidebook. Companies will be asked the year, major, position (intern, full time, or co-op), and citizenship status of the Purdue students they will be recruiting.

Displays:

Upon arrival to EXPO on March 1, your company's displays will be placed next to the table(s) where your representatives will be located. We will accept company displays starting February 16, 2010. Displays may be sent to the following address:

Purdue Engineering Student Council

ATTN: EXPO 2010

1123 Materials Management and Distribution Center

West Lafayette, IN 47907-1123

Company: <<COMPANY NAME>>

****PLEASE READ****

- Due to the quantity and size of company displays, the MMDC has asked that packages arrive **no sooner than February 15, 2010**.
- Displays received that do not clearly show "EXPO 2010" with your company name printed on the label are often lost due to confusion. Please make your company's name obvious on the shipping label.
- **Displays received AFTER Friday, February 27, 2010 will be rejected.**

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Frequently Asked Questions

What happens if I can't attend after my company has registered?

February 5, 2010 is the last day for free cancellations. Cancellations made after this will be charged a \$200 fee. **Payment in full** will still be required for cancellations made after **February 12, 2010**.

How big should my company display be?

Displays may be set on the 2.5' x 6' table provided or may stand behind the table.

When should my displays arrive at Purdue?

Displays should be shipped so that they arrive **no sooner than February 15, 2010**. Any displays received after **February 26, 2010** will be returned to sender.

Is EXPO only for internships?

No. The job fair is for full time, co-ops, and internships.

Where can I park on Purdue's campus?

Parking will be provided free of cost to all company representatives in the Grant Street Parking Garage, located across from the Purdue Memorial Union building. Passes will be distributed during registration. If your company will need more than 4 passes, requests must be made by sending an e-mail to pescexpo@ecn.purdue.edu.

What should we do about lunch during the job fair?

Breakfast and Lunch will be provided for all representatives at the job fair on March 1. Water and other beverages will also be available throughout the day. Please notify us of any special dietary needs at least 2 weeks in advance.

When can we arrive the day of job fair and when do students start arriving?

Company representatives can arrive at 7:30 AM on March 1, 2010 to begin setup. Registration check-in will begin at 8:00 AM. Student may begin arriving when EXPO officially starts at 9:00 AM.

If you have any additional questions, please contact us:

Email: [**pescexpo@ecn.purdue.edu**](mailto:pescexpo@ecn.purdue.edu)

Phone: **(765) 496-2660**