

East Central University
**Fall 2011 Career, Internship and
Graduate/Professional School Fair**
Exhibitor Information

Thursday, November 3, 2011

Location: Hallie Brown Ford Fine Arts Center Lobby

Time: 9:30 a.m. – 12:30 p.m.

East Central University's Career Development Center invites you to the ECU Fall 2011 Career, Internship and Graduate/Professional School Fair Thursday, November 3, 2011 from 9:30 a.m. – 12:30 p.m. in the Hallie Brown Ford Fine Arts Center Lobby (northwest corner of campus).

Our Career, Internship and Graduate/Professional School Fair will provide you with an opportunity to connect with East Central University students about possible career opportunities. Over 1,200 ECU students graduate yearly with a baccalaureate degree through our schools of Business, Education, Humanities, Social Sciences, Mathematics and Sciences.

The ECU Career, Internship and Graduate/Professional School Fairs attract more than 100 employers to East Central University's campus each year. We hope you will participate in this exciting recruiting program as you share your career opportunities. Thank you for considering East Central University students as you fill your professional staffing needs.

Fair Quick Facts

Registration Fee:

- **\$50.00** for up to two representatives to participate in our Fall Career Fair on campus. (For each additional recruiter add \$10.00.
- Registration fee includes one 6-foot table and two chairs; snacks are provided; and inclusion of the organization's name in Career Development Center advertising for the event. (Each additional table needed add \$25.00.)
- **No Refunds!**

How do I register to attend?

- We will begin accepting registrations for the ECU Career, Internship and Graduate/Professional School Fair immediately.
- There's a registration form following this page to print off and fax to 580.559.5868 or save it as a word document and e-mail back to shabjac@ecok.edu. If you have any problems with registering, please contact Shawna Jackson, ECU Career Fair Director at 580.559.5890.

Registration Deadline: Friday, October 28, 2011. Early submission is welcomed since reservations are only available to the first 75 vendors.

What about lodging in Ada, Oklahoma?

- Best Western Raintree Motor Inn
- Economy Inn
- Holiday Inn Express
- Microtel
- La Quinta Inn and Suites

Reservations

888.563.9411
580.332.3883
800.448.2296
580.436.9900
580.436.5000

How do I get to Ada, Oklahoma?

FROM OKLAHOMA CITY TO ADA

Interstate 35 to Dallas. Exit Interstate 240 to Interstate 35 South, as if going to Dallas.

Proceed South on Interstate 35 approximately 36 miles to Exit 86, which is the Wayne and Payne exit for Highway 59A. Exit to the right. Turn left at the STOP sign and proceed East on Highway 59A. Highway 59A will merge with Highway 3W approximately 28 miles from Interstate 35. Proceed on Highway 3W to Ada. Highway 3W is oriented in a Southeasterly direction, and eventually comes into Ada on the West side.

Highway 3W will merge with Highway 19 one mile West of Ada, and approximately 11 miles from the junction with Highway 59A. Proceed on Highway 19/3W toward Ada. Highway 3W goes directly into Ada which is Main Street. Turn right on Mississippi and proceed to 14th Street, turn left until you come to Francis Street. Turn left (north), to your right is the parking lot for visitors. (The Ballroom is just northeast of the parking lot).

FROM DALLAS-FORT WORTH INTERNATIONAL AIRPORT:

Proceed North out of the Dallas/Fort Worth International Airport on Highway 121. Highway 121 will turn in a northeasterly direction approximately 3 miles from the north parking toll booth.

Continue on Highway 121 to the junction with Interstate 35E, and proceed North on Interstate 35E. Proceed North on Interstate 35E/35 past the Oklahoma state line to the Pauls Valley exit (Exit 74).

Exit Interstate 35 at Pauls Valley (Highway 19) and proceed east to Ada.

Highway 19 will merge with Highway 3W one mile West of Ada, and approximately 33 miles East of Interstate 35. Proceed on Highway 19/3W toward Ada. Highway 3W goes directly into Ada which is Main Street. Turn right on Mississippi and proceed to 14th Street, turn left until you come to Francis Street. Turn left (north) to your right is the parking lot for visitors. (The Ballroom is northeast of the parking lot).

Where is the Hallie Brown Ford Fine Arts Center Lobby on campus?

It is on the northwest side of campus as Main Street enters the university from the Ada Arts District zone at Main and Center.

Campus Map

<http://www.ecok.edu/campusmap/smallmaps/campusmap.html>

When may I arrive?

We will have campus ambassadors to greet you outside of the Hallie Brown Ford Fine Arts Center beginning at 8:30 a.m. Please check as you enter the Hallie Brown Ford Fine Arts Center at our exhibitor registration table (by the west door) beginning at 8:30 a.m. At that time you will be guided to your table.

We will also be having a student registration table and if you have an opportunity to bring a door prize we will have door prize winners after the program. If you do bring a door prize just drop it by the exhibitor registration table the morning as you arrive.

Where will I park?

There will be exhibitor parking near the Hallie Brown Ford Fine Arts Center in our lots to the north and west of the facility on Main Street and Center as well as 10th Street and Center. Please place your exhibitor parking pass that will be e-mailed out a week before the fair on the dash of your vehicle before entering the fair.

Will there be a Hospitality Room?

Refreshments will be available throughout the morning.

East Central University Career, Internship
and Graduate/Professional School Fair

Exhibitor Registration Form

Thursday, November 3, 2011
9:30 a.m. – 12:30 p.m.
Hallie Brown Ford Fine Arts Center

Contact Information:

Organization: _____

Contact Name(s): _____

Street Address: _____

City, State, Zip Code: _____

Telephone: _____ Fax: _____

E-Mail: _____ Website: _____

Please provide information below for all representatives who will attend the ECU Career, Teacher Internship and Education Fair.

Name: _____ Title: _____

Phone: _____ Alumni? Y / N Year: _____

Name: _____ Title: _____

Phone: _____ Alumni? Y / N Year: _____

Additional Information:

We are currently hiring: ___ summer interns ___ full-time ___ both ___ no specific openings

Is power required for you exhibit? No fee required. Y / N

(There are limited outlets in the HBFFAC so the first organizations to RSVP will have their needs granted in the order registration forms are sent into the Career Development Center.)

Payment Method (select one): Check/Money Order ___ Credit Card ___ Purchase Order ___

\$___ \$50.00 for registration (Deadline Friday, October 28, 2011) Credit Card Options: Visa, MasterCard or Discover

\$___ additional staff (\$10.00 for each additional recruiter beyond the two that may participate in the regular vendor fee) or table charges (\$25.00 for each additional table requested)

Credit Card #: _____

\$___ Total Enclosed (Check or PO# if applicable) _____ Expiration Date: _____ VCODE _____

(Please make check payable to ECU Career Development) Card Holder Name: _____

Address: _____ Zip Code: _____

Name of Contact Person: _____ Date: _____

To ensure a space at the ECU Career, Internship and Graduate/Professional School Fair, please send or fax this form with your registration fee to the following address:

Shawna Jackson, Career Fair Director
PMB S -17
East Central University
1100 East 14th Street
Ada, OK 74820
Fax: 580.559.5868
Phone: 580.559.5890