

Save the Date!



NAU Spring 2010 Fair

March 3, 2010

10:00 AM to 3:00 PM Open to NAU students and alumni

Noon to 3:00 PM Open to the public

High Country Conference Center, Building 58, Northern Arizona University

NAU Spring 2010 Interview Day

March 4, 2010

8:00 AM to 3:30 PM

Gateway Student Success Center, Building 43*

How do employers register for the Fair?

Please visit: www.nau.edu/gatewayconnects to register for the Fair. The deadline for Fair registration is February 24, 2010.

Where do I pay the Fair Registration Fees?

All Fair payments are processed by *Sonia Gonzalez* of the Gateway Student Success Center. She can be reached at: 928.523.6046. Payment options include Visa, MasterCard, American Express, check, or money order. Registration is considered **pending** until payment is received in full. Payments are processed within two business days. **There is no walk-in registration on the day of the Fair.**

Registration Fees and Sponsorship Information

Sponsorship Level	Fee	Table Location	Advertising in Program	Luncheon Tickets	No. of Free Designated Interview Spaces	Electricity	Parking
Lumberjack Sponsor	\$3000	Premium location	Large ad in program	10	3	No charge, upon request	No charge
Gold Sponsor	\$1500 minimum	Prime location	Medium ad in program	6	2	No charge, upon request	No charge
Blue Sponsor	\$600 minimum	High traffic location	Company name and logo in program	4	1	No charge, upon request	No charge
For Profit Organizations & Schools	\$400	First come first serve placement	no	2	0	\$25	No charge
Not For Profit Organizations	\$200	First come first serve placement	no	2	0	\$25	No charge
NAU Departments	\$15		no	0	0	\$25	No charge

Late Registration Payment Policy

An additional \$50 on site processing charge will be assessed for organizations and companies not paid in full by **March 2, 2010**. In the event of a cancellation, please contact the Gateway Student Success Center at 928.523.4772

Payment Questions?

Please contact Sonia Gonzalez at 928.523.6046

How do I request special accommodations?

A.D.A. Notice and Dietary Needs, please call 928.523.4772

How do I ship recruitment materials?

Please send recruitment materials directly to the Fair site in attention to: NAU Spring 2010 Fair, High Country Conference Center, 201 Butler Ave, Flagstaff, AZ 86001. Recruitment materials may be received at the High Country Conference Center as early as February 24, 2010. **Clearly mark Contact Name /Company/Organization on each package.**

Other Registration Questions

Please call 928.523.4772

How do I register for Interview Day?

Information and Instructions for Recruiters for Spring 2010 Interview Day:

Northern Arizona University Interview Day is an opportunity for students participate in on-campus interviews with employers who attend the NAU Spring 2010 Fair:

- *Optional* service offered to employers
- \$25 per interview space (no charge for sponsors)
- Each interview schedule has thirteen, 30-minute interview slots
- The fee to reserve an interview space is \$25.00. Sponsors are not charged for interview spaces) **Some interviews may take place at other campus locations*

Employers and Organizations must create an individual interview schedule

- Please visit: www.nau.edu/gatewayconnects and review the tutorial, "Creating an Interview Schedule for Interview Day Following Fall and Spring Fairs".
- Call 928.523.4772 if you need additional assistance

Employer Timeline for Spring 2010 Fair and Interview Day

- December 1, 2009 Spring Fair registration opens. Employers begin to create interview schedule for jobs associated with Spring Fair. **Jobs must be linked to an interview schedule**
- February 15, 2010 Last day for employers to create interview schedules for jobs associated with the Fair
- February 23, 2010 First day for employers to view student resumes and “preselect” students for interviews on Interview Day
- February 26, 2010 Last day for employers to “preselect” students for interviews

I am a student/ alumni. How do I sign up for Interview Day?

For detailed directions on how to sign up for interviews, please visit: www.nau.edu/gatewayconnects and follow the step-by-step student tutorials.

Student Timeline for Spring 2010 Interview Day

- January 12, 2010 Students may view and submit interview requests for jobs associated with the Spring Fair
- February 21, 2010 Last day for students to request interviews on Gateway Connects
- February 27, 2010 Students selected for interviews sign up for interview timeslots on Gateway Connects
- March 2, 2010 Last day for students selected for interviews to select an interview timeslot on Gateway Connects.

If you have additional questions about the NAU 2010 Spring Fair, please contact:

928.523.4772