



**“Bringing students and employers together since 1985.”**

## **Spotlight Career Fair Newcomer FAQs**

### **How many students should I expect? And when?**

Students from all 20 AIKCU colleges and universities (<http://www.aikcu.org/kentuckys-independent-colleges-universities/>) plus Hanover College in Indiana are invited to participate in this fair. Typically, around 200 students attend. The fair follows an “open house” format, so students can come and go at any time between 1:30 and 5:30. Although there are usually a large number of students who arrive right at 1:30, please plan on remaining at the fair for the entire length of the fair as many students will attend after their last afternoon class.

### **What should I bring?**

While each organization can decide what is best to bring, we recommend flyers or other handouts about your organization, including information about your available jobs, internships, or graduate school program(s). Students also love free stuff, so some “goodies” with your name and/or logo on them are always popular. You should also plan to bring display items to showcase your organization. Wireless internet access is available to employers free of charge.

### **Can I send materials in advance?**

Yes. See the Logistics tab at <http://asp.symphlicity.com/spotlight/> or the attachment in your registration confirmation email for this information.

### **Will there be food?**

Yes, we will provide food and beverages for participating organizations throughout the duration of the fair (1:30-5:30).

### **Who do I contact with questions?**

The employer relations contact for the 2017 Career Fair is Holly James: 502-863-7094 or [Holly\\_James@georgetowncollege.edu](mailto:Holly_James@georgetowncollege.edu). Feel free to call or email her with your questions.

### **What is the deadline to cancel?**

If you wish to receive a refund, then you must cancel by no later than February 14<sup>th</sup>. To do so, please call or email Jill Warfield at 859-233-8193 or [jwarfield@transy.edu](mailto:jwarfield@transy.edu). In the event of severe weather or if you have questions about the status of the fair, please contact Holly James at 502-863-7094.

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Alice Lloyd College ♦ Asbury College ♦ Bellarmine University ♦ Berea College ♦ Brescia University  
Campbellsville University ♦ Centre College ♦ Georgetown College ♦ Hanover College ♦ Kentucky Christian University  
Kentucky Wesleyan College ♦ Lindsey Wilson College ♦ Mid-Continent University ♦ Midway College  
Pikeville College ♦ Spalding University ♦ St. Catharine College ♦ Thomas More College  
Transylvania University ♦ Union College ♦ University of the Cumberlands