Engineering, Computing and Sciences Fair  
January 22 & 23, 2019  
Noon-4pm  

Business, Healthcare and Communications Fair  
January 24, 2019  
Noon-4pm  

Littlejohn Coliseum  
219 Perimeter Rd.,  
Clemson, SC 29634, USA  

Registration Information  
Be sure to post your jobs on ClemsonJobLink as soon as you register!  

Standard Registration:  
- $600.00 per day ($200.00 Nonprofit) with up to 4 recruiters maximum per day attended.  
- Includes: 6ft table, 2 chairs, plastic tablecloth, lunch for 4, snacks, parking & electric access by request  

Sponsorship Registration:  
- $1,800 for 2 days; $2,400 for 3 days; including up to 5 recruiters maximum per day. ($600 for Nonprofit 2 days; $800 for 3 days $1,200 for Corporate Partners for 2 days and $1,800 for 3 days)  
- Includes: 8ft table, 2 chairs, linen tablecloth, lunch for 5, electric access by request, VIP parking for 2 vehicles as well as additional parking in other lot as needed, and access to the Sponsor VIP lounge.  

Registration will close when full OR December 7, whichever comes first which is always - fair fills before closing date!!  

Day of Fair Timeline  
9:00 am  
Littlejohn Coliseum opens for Employer Display Set-Up  

10:45 am – 1:30 pm  
Lunch for Employers  

12:00 pm- 4:00pm  
Fair open to Students  

1:30 pm – 3:30 pm  
Drinks and snacks available for Employers  

4:00 pm  
Fair closes – PLEASE PLAN ON STAYING FOR THE ENTIRE FAIR  

Shipping  
- Shipped materials need to arrive no later than close of business on January 21, 2019. PLEASE NOTE: Jan. 21 is MLK day and your shipping may be delayed.  
- Please do not send shipments to Littlejohn, The Hendrix Center, or directly to Littlejohn. THEY WILL BE DENIED.  
- NO SHIPMENTS WILL BE ACCEPTED BEFORE JANUARY 14 OR AFTER JANUARY 21  
- PLEASE clearly label each box with your company name, the number of boxes TOTAL you will be sending, and the days you are attending  
- Shipment will be denied:  
  o if delivered after 4:30 pm on January 21  
  o delivered before January 14  
  o delivered to Hendrix or Littlejohn  
  o MLK Day is Monday, Jan. 21 - please plan accordingly  

Shipping Address:  
ATTENTION - Michelin Career Center Fair  
c/o PakMail  
Attending Day 1, 2, or 3  
1085 Old Clemson Highway, Suite E  
Seneca, SC 29672  
864-654-1717  

DISCLAIMER: The Michelin Career Center cannot be responsible for employer displays; we serve only as a holding location. Clemson University will not be responsible for lost, damaged, or misdirected mailings of displays. To confirm your display was received, please call your shipping company to track your package.
Return Shipping:
- At the end of the fair, take all materials for shipping to the designated shipping area.
- Please ask a staff member if you need assistance with your items or directions to the shipping area.
- DO NOT LEAVE SHIPPING AT YOUR TABLE!

Parking and Shuttle Information

Unloading
- Volunteers and Staff will help you unload materials from your vehicle and take them to your table.
  - You will not be allowed to leave your car during the unloading process.
  - The drop off area is located on the road side of Littlejohn Coliseum.

Parking
- Parking for the career fair will be located directly West of the Coliseum
  - Parking attendants and staff will direct you to this lot which is 3-minute walk to the employer entrance.
  - Please see the attached map for parking directions.

Shuttle
- A shuttle will be in full service from 9:00 am to 12:00 pm and 3:30 pm to 5:00 pm.
  - The shuttle will run on a limited schedule between 12:00 pm to 3:30 pm.
    - Due to traffic patterns, the shuttle ride is 8 to 10 minutes so it will be quicker for most to walk across the street directly to Littlejohn Coliseum.

All attendees will need a parking pass to park at Littlejohn Coliseum, these will be e-mailed to contact person on registration form 2 weeks prior to the fair.

Cancellation Policy

Please be mindful of the following cancellation policies:
- Registrations cancelled before COB December 7 will be charged $50.00.
- Registrations cancelled after COB December 7 cannot be refunded and will be responsible for full payment
- Registration for the fair assumes attendance to the fair. All cancellations need to be sent via email to mebundr@clemson.edu.

Electricity
- If you indicate on your registration that you would like electricity we will make every effort to accommodate you.
  - You are responsible for any additional extension cords, surge protectors, etc. that you may require aside from the provided outlet.

Colored Dot and Star System for Students and Employers
- Each student will have a colored dot on their nametag to indicate their college or specific major.
- We also will have flag stickers to represent the students in the military.

You are welcome to use this same dot/star system on your nametags-- Please see our staff on sight!

Food and Beverages Policy
- You are allowed to have food and beverages throughout Littlejohn Coliseum, so you may bring in whatever you wish.
- Seating for lunch will be limited and outside. You are encouraged to take your lunch back to your assigned table.

After Fair Interviews
- If you indicate that you would like “After Fair Interviews” (AFI) on your registration, Lona Dunston will be in touch to confirm your request within three business days of fair registration confirmation.
  - If you no longer need AFI please let LONA DUNSTON know so we can accommodate other employers.
- Interview schedules and AFI information packets will be delivered to your display table.
- Due to space restrictions, employers will be allowed only 1 interview room.
- Fair Sponsors and Corporate partners please contact Lona Dunston lonad@clemson.edu
  - All AFI questions will be handled ONLY by Lona Dunston
Connect with the CCPD

- One of the best ways to gain student interest and participation in your visit on campus is to post your opportunities prior to the fair on ClemsonJobLink.
  - Go to clemson-csm.symplicity.com/employers for more information.

Social Media

- Follow us on Instagram and Twitter @ClemsonCCPD and use the hashtag #CUCareerFair.
- The Clemson Tiger is scheduled to visit during the fair!

Directions and Accommodations

Room blocks have been reserved at the Abernathy Hotel and the James F. Martin Inn. When making a reservation, be sure to mention you will be staying for the Career Fair in order to receive the special rate.

Accommodations:

James F. Martin Inn
120 Madren Center Drive
(888) 654-9020

The Abernathy
157 Old Greenville Hwy
(864) 654-5299

Career Fair Address:

Littlejohn Coliseum
19 Perimeter Rd., Clemson, SC 29634, USA

From I-85 North:

- Take I-85 South toward Atlanta, GA
- Take exit 19B to US-76 W to Clemson
- Drive ~10 miles on US-76
- Turn left onto HWY 93 1.5 miles to the 6th traffic light
- Take a left onto Perimeter Rd.
- Follow signs for Coliseum/ Career Fair Parking

From I-85 South:

- Take I-85 North toward Charlotte, NC
- Take exit 19B to US-76 W to Clemson
- Drive about 10 miles on US-76
- Turn left onto HWY 93 1.5 miles to the 6th traffic light
- Follow signs for Coliseum/Career Fair Parking