



November 2013

Dear Prospective Career & Internship Day Participant:

The Career Center at The College of New Jersey cordially invites you to participate in our

Spring 2014 Career & Internship Day – Student Recreation Center
Friday, February 28, 2014 9:00 am - 1:00 pm

Graduates of The College of New Jersey are among the best and brightest in the state and the nation, and proceed to become excellent corporate and community leaders. They receive an excellent academic preparation, they consistently demonstrate a strong work ethic, and they demonstrate proven leadership skills. Publications such as the *US News & World Report*, *Barron's Guide*, *the Princeton Review* and *Business Week* support this recognition of the competitiveness of our students and academic programs in the rankings. Our Career & Internship Day event is designed to enable you to meet your recruitment needs, build recognition among this talented candidate pool, and give you the opportunity to interact with TCNJ faculty and administrators.

Our Opportunities Fair will run from 8AM – 1PM;

Registration: 8am – 9am (a light breakfast will be available)

Students will enter the event from 9am – 1pm

Lunch: 11:30am – 12:30pm, allowing you to alternate time with your colleague.

To reserve a space, please complete and return the enclosed Registration Form as soon as possible. Your registration includes morning refreshments, lunch, inclusion in our *Career & Internship Day Bulletin* and a 6 ft. display area. Please note: your display space will be limited to the six foot area of the table.

If you would like to ship your materials in advance, please ensure they are received by The College no later than **Monday, February 17, 2014** to the following **shipping address** (*differs from our mailing address), TCNJ Career Center, 2000 Pennington Road, Ewing, NJ 08628. As a friendly reminder, President’s Day is Monday, February 17, 2014, and this will impact the delivery of mail to TCNJ. Please plan accordingly.

REGISTRATION FEE:

\$200 – Early Registration (prior to Monday, 1/20/14)

ONE table/up to three representatives

\$225 – Regular Registration (after Monday, 1/20/14)

ONE table/up to three representatives

The Registration Form indicates TCNJ’s Federal ID # and may serve as an invoice for your office. Checks may be made payable to *The College of New Jersey, Attn: Career Center*. Unfortunately, TCNJ does not accept credit cards. **Registration is on a space available basis.**

Upon receipt of your registration we will forward a letter of confirmation including the schedule for the event, parking information and directions to TCNJ.

If you do not receive a confirmation letter at least two weeks prior to the event, we may not have received your registration. Please contact our office at (609) 771-2161 to determine your registration status.

I look forward to seeing you at TCNJ’s Spring Career Fair!

Sincerely,

Debra M. Klokis

Debra M. Klokis
Employer Relations Specialist