



Johns Hopkins University Non-Profit, Government & Policy Career Fair 2010 Information for Participants

Tuesday, March 2, 2010
11:30 am to 2:30 pm
Levering Hall

Set-up will begin at 9:30 am.

Shipping Materials Before the Career Fair

We urge you to ship your career fair materials to us in advance of the fair in order to avoid transporting them from the parking garage to the fair site.

We will begin accepting packages for this event on Monday, February 22. **Materials MUST be received no later than 12:00 noon on Monday, March 1.**

Ship materials to:
JHU Career Center
Attn: Non-Profit, Government & Policy Career Fair
Garland Hall, 3rd Floor
3400 N. Charles Street
Baltimore, Maryland 21218

- Please do not ship to Levering Hall. We cannot guarantee delivery of items that are not shipped to the Career Center.
- Please label all boxes with your organization name and the total number of boxes.

Shipping Materials After the Career Fair

Participants are responsible for ensuring shipping and/or pick-up of their materials after the Career Fair. The Career Center will collect packages at the end of the fair and will arrange FedEx pick-ups. Please provide addressed shipping labels that include your account information. Please remove all other materials from the Glass Pavilion when you depart.

Participant Numbers:

If you have not already done so, please let us know if your organization will be bringing more than two representatives. It is essential that we know exactly how many people will be participating in the fair in order to provide adequate accommodations. You may register extra representatives for a \$25 fee for each additional representative.

Outlets

Please note that electrical outlets (for plugging in laptops or other equipment at your table) are limited at the fair and must be requested ahead of time. If you did not request an outlet in your registration form, you will not have

an outlet. If you are uncertain as to whether you requested an outlet, please contact us. NOTE: There is NO internet access available at the Glass Pavilion.

Refreshments

Lunches for two representatives are included in the registration fee.

Career Fair Registration Cancellation Policy

Registrations cancelled on or before Friday, January 22, will be fully refunded. Cancellations received after that date, including unpaid registrations and no-shows, will be responsible for all registration fees and will be invoiced.

Parking

Participants will park in the South Garage, an underground parking lot located beneath the Decker Quad. After parking, proceed to the elevator to reach the Quad level. From there, you will see signs directing you to Levering Hall (#27 on the campus map).

Parking is included in your registration fee, so you will not need to pay for parking. However, you will need to take a parking ticket when you enter the garage. You will be given a new ticket when you check-in at the fair; use this new ticket when you leave the garage in order to exit for free.

Driving Directions to the South Garage

By Car from the north via I-95 (New Jersey, New York): Take I-95 South to the Baltimore Beltway (I-695 Towson) to exit 25 (Charles St.). Take Charles St. south for about seven miles (when Charles St. splits a block after Cold Spring Lane, stay to the right). As you cross University Parkway, continue southbound in the right-hand service lane. At the fourth traffic light bear right onto 29th St. Continue to bear right after the next traffic light onto Howard St. Immediately after bearing right onto Howard St., make sure you are in the left-hand turning lane. Turn left at the traffic island onto Wyman Park Dr. Continue on Wyman Park Dr. to the third driveway on the right, and enter the underground visitor parking lot, the South Garage.

By Car from the north via I-83 (Pennsylvania): Take I-83 South to the Baltimore Beltway (I-695 Towson). Follow directions from the North above.

By Car from the south via I-95 (Washington DC, Richmond): Take I-95 North to exit 53 (I-395 Downtown). Stay in the right lane. As I-395 ends you will see Oriole Park at Camden Yards in front of you on your left. Make a right turn onto Pratt St.; proceed three blocks to N. Charles St. Turn left onto N. Charles St. and stay straight for about three miles. Turn left onto 29th St. Move into the right lane and bear right after the next traffic light onto Howard St. Immediately after bearing right, make sure you are in the left-hand turning lane. Turn left at the traffic island onto Wyman Park Dr. Continue on Wyman Park Dr. to the third driveway on the right, and enter the underground visitor parking lot, the South Garage.

By Car from the West (I-70): Take I-70 toward Baltimore; take exit 91A (I-695/Glen Burnie). Continue on I-695 to exit 11A (I-95 North Baltimore). Take I-95 North to exit 53 (I-395 Downtown). Follow the directions above from the South on I-95.

Other Means of Transportation:

- By Train: Baltimore's Pennsylvania (Amtrak) Train Station is 10 minutes driving time to the south of campus. You can catch a taxi at the station. Be sure to direct the taxi to the Recreation Center (off West University Parkway) on the Homewood Campus of Johns Hopkins University (NOT the Hospital).

- By Plane: Baltimore-Washington International (BWI) is located just south of Baltimore. Travel time to campus ranges from 25 to 45 minutes; arriving one hour early is recommended. Take an official BWI taxi from the airport. Be sure to direct the taxi to the Recreation Center (off West University Parkway) on the Homewood Campus of Johns Hopkins University (NOT the Hospital). Security lines at BWI can be long; plan to return to BWI more than one hour before your return flight will depart.

Hotels

These hotels are a short walk to campus.

Doubletree Inn at the Colonnade

4 West University Pkwy
Baltimore, MD 21210
410-235-5400, 800-222-TREE
www.doubletree.com

Mt Washington Conference Center

5801 Smith Avenue
Baltimore, MD 21209
410-735-7964
<http://www.mtwashconfctr.com/home.html>
Mention JHU Rate
On the JHU Shuttle Line, Free Parking

Inclement Weather

The Career Fair will be postponed if Johns Hopkins University is closed (Baltimore Homewood Campus). In any case, if weather or other conditions will prevent you from traveling to campus, please contact the Career Center at 410-516-8056.

Weather and Emergency Website: webapps.jhu.edu/emergencynotices

JHU Weather Hotline: 410-516-7781