



Johns Hopkins University Science, Engineering & Technology Career Fair 2010 Information for Participants

Wednesday, February 10, 2010
11 am - 3 pm
O'Connor Recreation Center

Set-up will begin at 9:00 am.

Career Center Cell Phone for day of: 410.419.8527

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. A shuttle ride will be required to get to the fair. (See "Parking" below.) If you do not ship your packages ahead of time, your packages will have to be put in the loading area under the bus in order to carry them to the fair. (For this reason, if you choose not to ship your packages ahead of time, please make sure your packages are securely contained and carefully sealed when you arrive for the fair.)

We will begin accepting packages for this event on Tuesday, February 2. **Materials must be received no later than 12:00 noon on Tuesday, February 9.**

Ship materials to:
JHU Career Center
Attn: Science, Engineering & Technology Career Fair
Garland Hall, 3rd Floor
3400 N. Charles Street
Baltimore, Maryland 21218

- Please do not ship to the Rec Center. 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 Rec Center when you depart. Please do NOT assume that packages will go out the day of the Career Fair or the next day. We will try our best to schedule a pick-up for that day but cannot guarantee that FedEx will come when we ask.

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 Rec Center. Outlets are located around the perimeter of the gym and therefore, all participants who request one, will be located on the perimeter.

Refreshments

Lunches for two representatives are included in the registration fee. Snacks and refreshments also will be provided throughout the day. Please note that Johns Hopkins has gone “green” and cannot provide bottles of water the day of. We will have water stations throughout the Rec Center and encourage you to bring your own bottle of water.

Career Fair Registration Cancellation Policy

Registrations cancelled on or before Friday, January 22, 2010 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.

Advertisements

Your advertisement is due to us no later than February 1, 2010 at 5pm. Please make sure that your ad, regardless of whether it is a half page or a full page, has no bleed to it. A half page ad should measure 5.5” high x 8.5” wide, no bleeds and a full page ad should measure 11” high by 8.5 wide, no bleeds.

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

Incllement Weather

The Career Fair will be postponed if Johns Hopkins University (Baltimore Homewood Campus) is closed or delayed beyond 10am. If we open at 10am, then the fair will continue from 12-4pm instead of 11-3pm. 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

Health and Safety

Hopkins, like most other universities has seen the effects of the H1N1 virus. To date, we have not seen the numbers of cases that have been reported at other colleges and universities. Yet, we have had cases on our campus. This week an email was sent to students reminding them not to attend career fair if they are sick with the flu. In this email, we also informed students that we will be happy to connect them to the employers who attended the fair. In the days following this event, student may either contact you directly or work through the Career Center to gain the information that they would have received at the fair. We recognize how busy your schedule is, we only ask that your respond to them when you have a spare moment.

We, at the Career Center, remain committed to the health of our students, alumni, staff, and employers. We sincerely hope that you are able to find talented students for entry-level and internship opportunities. At any point in time If you have any questions about today's event, our students, or our procedures, please do not hesitate to contact us.

Parking

Participants will park in the South Garage, an underground parking lot located beneath the Decker Quad. After parking, proceed to the **Mason Hall elevator to reach the Quad level**. From there, you will be able to catch a shuttle bus to the Rec Center.

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.