

February 18, 2011

Student Name
Address
City, State Zip Code

Dear Student Name,

Congratulations on your acceptance to the College of Engineering at North Carolina State University. To assist you in determining if NC STATE is the right place for you, The Minority Engineering Programs Office will host an overnight stay for admitted minority students on **Friday, March 18, 2011**. The Overnight Recruitment Stay will allow students to see first-hand what life as a minority engineering student entails and gain insight into the opportunities available for a successful undergraduate career at NC State University. Additionally, the College of Engineering will host our annual Open House on **Saturday, March 19, 2011**.

We invite you to visit campus, attend classes, and learn more about what NC State has to offer you. Prospective students will be paired with current minority engineering students for classes and the overnight stay. Formal activities will be at the McKimmon Conference and Training Center located at 1101 Gorman Street (the corner of Western Boulevard and Gorman Street).

Included with this letter are the registration form, permission and release form, medical form, and some additional information about the event. **The orange colored sheets ONLY must be completed and returned by Friday, March 4, 2011.** *Please be advised that required forms will not be accepted after the Friday, March 4, 2011 deadline.*

Prospective students will be assigned a host for the weekend and will stay in residence halls located on and off campus. Parents/Guardians may make reservations at the Clarion Hotel State Capital located at 320 Hillsborough Street, a 100% non-smoking facility. Reservations can be made by calling (919) 832-0501. Our office has reserved rooms that include double beds. Please be sure to identify yourself using "MEP Overnight Recruitment Stay" to receive the discounted rate of \$79.00 (normally \$89.00 - \$99.00/per night) for the night. Breakfast will be available Saturday morning in the hotel restaurant for \$8.95 per person. Additionally, hotel reservations must be made no later than **Friday, March 4, 2011**. Reservations made after this date will be booked at the non-discounted rate and subject to room availability.

Activities for Friday evening include a catered dinner. The Minority Engineering Programs Office will cover the cost of dinner for each student and two guests. Each additional guest will be required to pay \$5.00. A check or money order, for the cost of each additional guest, should be made payable to North Carolina State Engineering Foundation, Inc. Students are strongly encouraged to bring spending money.

Finally, parents should drop students off in front of the Talley Student Center located at 2610 Cates Avenue. We recommend parking in the Coliseum Parking Deck (closest location to Talley Student Center). You will need a parking permit to park in this location. You may call the Minority Engineering Programs Office to request a parking permit. All parking permits should be requested no later than **Friday, March 4, 2011** to ensure adequate

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time to mail all parking permits requested. Please be advised that parking near and in front of the Talley Student Center requires a University permit and the permit we provide is for the Coliseum and Dan Allen Decks only. So if you park in front of the Talley Student Center, you risk getting a parking fine (with or without the parking permit we provide). We respectfully ask that you not request a parking permit unless you are certain that you will use it.

Check-in will be held from 11:00 a.m. until 12:00 p.m. Be certain to arrive on time for this event. When your registration has been received, you will receive an email or phone call confirming your registration. So if you mail or fax your documents and you don't hear from us in a timely manner, be sure to call our office immediately. If you have any questions or concerns, you may contact Angelitha Daniel, our Assistant Director of Minority Engineering Programs, for any additional information. You may contact her directly at (919) 515-3264 or via electronic mail at aldaniel@unity.ncsu.edu. For more information on NC State's Minority Engineering Programs Office, please visit our web site at <http://www.engr.ncsu.edu/mep/>.

Sincerely,

Tony L. Mitchell, Ph.D.
Assistant Dean, Engineering Student Services
& Director Minority Engineering Programs

Angelitha L. Daniel
Assistant Director, Minority Engineering Programs

cc: Kimberly Pender