

NC State Engineering Career Fair
FAQ's for Companies

How do I register?

Please register online: <http://www.engr.ncsu.edu/careerfair/>

How many students attend the NC State Engineering Career Fair?

Over 6,000 students, job seekers, and alumni.

How do I send my booth material to the NC State Engineering Career Fair?

Clearly label items: NC State Engineering Career Fair and ship booth materials directly to the McKimmon Center (corner of Western Blvd and Gorman St.).

McKimmon Center
c/o NC State Engineering Career Fair
NC State University
Campus Box 7401
1101 Gorman Street
Raleigh, NC 27695
(919)515-9171

IMPORTANT: Materials may be received up to 3 days prior to the event. **Please make arrangements for your shipper to pick up the materials at 5 pm on the day of the event.**

How do I know if my booth materials have arrived?

You may contact:
McKimmon Center Shipping Department
(919)515-9171

Can I set up my booth the day before the NC State Engineering Career Fair?

Yes, we offer 4:00 pm - 6:00 pm optional booth setup the day before.

How do I set up interviewing?

On-site:

We offer an **on-site interview room** at the NC State Engineering Career Fair. A common interview room (**Room #9**) is provided if you would like to talk privately with a particular student. This area provides a relatively quiet setting so that you and the student can better discuss a job opportunity or aspects of your company. Please use the interview room whenever you need. **There is no reservation required.**

On campus:

If you are interested in conducting **interviews on campus** or **information sessions** before or after the NC State Engineering Career Fair, please contact the NC State Career Development Center: <https://cdc.dasa.ncsu.edu/>

Co-op:

For **Co-op interview** scheduling, please contact the NC State University Co-op Program:
<https://cdc.dasa.ncsu.edu/students/learning-about-co-op/>

Where do I park?

The NC State Engineering Career Fair is held at the McKimmon Center on Western Blvd. **Parking is FREE** for company recruiters and does not require a parking pass or permit; however, space becomes tight around 9 am.

What time does the NC State Engineering Career Fair begin?

9:30 am

What meals are served to recruiters during the day?

On the day of the event, we offer:

Breakfast 7:30am - 9:30am (Drop-in; Room #5)

Lunch 11:30am - 2:15pm (Drop-in; Room #5 & #6)

Will there be snacks and refreshments?

Yes, we have bottled water available for you throughout the day. Other snacks and refreshments will be provided in Room #5 all day. Please help yourself anytime and feel free to bring refreshments back to your booth area.

When can I check-in?

Please arrive and set up your booth between 7:15 – 9 am.

How do I find my booth?

Volunteers will meet you at the McKimmon Center front entrance ready to assist.

Do I need to notify you if the names of representatives change before or during the NC State Engineering Career Fair?

No. Name badges are made on-site at the NC State Engineering Career Fair.

Can I ship my booth materials directly FROM the NC State Engineering Career Fair?

Yes. At 2 pm, please complete a shipping label for each box. Then, leave boxes on your table with completed shipping label attached -- by 4 pm. Our volunteers will bring shipping labels, tape, and scissors to you at your booth. At 4 pm, our volunteers will move labeled items to the facility shipping area.

How can I talk to students in specific majors during the NC State Engineering Career Fair?

The best way to direct students in specific engineering disciplines to your company is to list the majors you recruit when you register your company online. Students can then find your company and the majors you recruit on the grid in the career fair booklet and your booth location on the map.

Can my company pay by credit card?

Yes. Credit card payment can be made at <https://commerce.cashnet.com/NCSUEngineeringCareerFair>

This site is also on your invoice.

Do you accept checks?

Yes. Please make check payable to:

NC State College of Engineering, include invoice number on check and –

Mail to:

The NC State Engineering Career Fair
Attn: Brian Koehler
NC State University
College of Engineering
Campus Box 7904/118 Page Hall
Raleigh, NC 27695

You will receive a confirmation email upon receipt of payment.

Can my company pay by electronic wire transfer (ETF/ACH)?

Not at this time. The NC State Engineering Career Fair does not accept payment via electronic wire transfer (ETF/ACH) at this time.

Questions?

Please contact us: 919/515-3263 or engineering@ncsu.edu.

We look forward to seeing you at the NC State Engineering Career Fair!