



**UNIVERSITY OF
MINNESOTA**
STUDENT CHAPTER

IEEE
INSTITUTE OF ELECTRICAL
AND ELECTRONIC ENGINEERS



200 Union Street SE • Minneapolis, MN 55414 • jobfair@ieee.umn.edu • 651.214.6745
• 605.660.5563 • 612.590.6398

Thank you for your interest in the **2009 University of Minnesota Institute of Technology Job and Internship Fair**. Each year we work hard to make this event successful for everyone that participates. We hope that this year's fair will help you fulfill your organization's staffing needs.

This annual event is brought to you by the IEEE UMN Student Chapter, a branch of the Institute of Electrical and Electronic Engineers. The IEEE UMN Student Chapter provides resources that help UMN science and engineering students become better connected with each other, and their professional community. Your support makes this possible, and is sincerely appreciated.

This year's career fair will connect your company with over 4,000 undergraduate and 2,300 graduate students at the University of Minnesota's Institute of Technology. You will be able to network with students seeking full-time positions, part-time positions, co-ops, and internships. The Institute of Technology boasts students from a variety of disciplines including:

- Aerospace Engineering
- Biomedical Engineering
- Chemical Engineering
- Civil Engineering
- Computer Engineering
- Electrical Engineering
- Industrial Engineering
- Mechanical Engineering
- Computer Science
- Material Science
- Mathematics
- Statistics
- Chemistry
- Physics

Details

Date: Tuesday January 27th & Wednesday January 28th 2009

Time: Representatives: 9:00am – 5:00pm Students: 10:00am – 4:00pm

Location: Great Hall
Coffman Memorial Union
300 Washington Ave. S.E.
Minneapolis, MN 55455-0110

Registration Procedure

Step 1

Register online at www.CampusFairs.com. Registration will open on **11/03/08**. After completing your registration you may pay online with a credit card or send a check made out to "U of MN IEEE" to the following address.

*ATTENTION: IEEE Treasurer
U of MN IEEE
RM 2-110
200 Union St. SE
Minneapolis, MN 55455*

Step 2

Receive your registration and payment confirmation. With your confirmation we will send detailed fair information packet that will include an event schedule, shipping instructions, and maps of the area designating location of the event, lodging, parking, and area dining.

Step 3

Arrive at the fair!

Registration forms will be processed on a first come, first serve basis. We ask that you submit your registration by **Friday January 2nd, 2009**. Late registrations will be accepted time and space permitting, but will be assessed a \$100 late fee.

Contacting Us

We look forward to hearing from you and will be happy to answer any questions regarding the fair via e-mail at jobfair@ieee.umn.edu. Questions may also be directed to our fair coordinators, John Kablan at 651.214.6745, Hans Lillevold at 605.660.5563 or Andrew McCain at 612.590.6398.

Registration Information

Registration Includes

- 1 - 6' x 3' table
- 3 - Attending representatives per day
- 3 - Parking validations per day
- 3 - Lunch vouchers per day
- A catered breakfast

Fee Schedule

Attendance Fee	Cost
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Day 1: Tuesday January 27 th 2008	
Companies over 300 employees	\$600.00
Companies between 50 – 300 employees	\$400.00
Companies under 50 employees	\$300.00
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Day 2: Wednesday January 28 th 2008	
Companies over 300 employees	\$600.00
Companies between 50 – 300 employees	\$400.00
Companies under 50 employees	\$300.00
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Additional Requests	
Additional Table – Tuesday	\$150.00
Additional Table – Wednesday	\$150.00
AC Power	\$5.00
Wireless Internet Connection	\$25.00
Late Registration Processing Fee (After 01/02/09)	\$100.00
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Additional Representatives	
The registration fee for each day allows for three representatives	
Cost Per Additional Representative	\$25.00