

INDIANA STATE UNIVERSITY CAREER FAIR INFORMATION

Fall 2016 Career Fair
Wednesday, September 20, 2017
10:00 a.m. – 2:00 p.m.
Hulman Center

Welcome to Indiana State University!

The Career Center staff would like to extend a sincere thank you for your decision to attend our Fall Career Fair. Our office is buzzing as we work to put the finishing touches on this year's fair and to prepare for your arrival on campus. We strive to provide you with an event that connects you with hundreds of candidates in one central location. If you're new to recruiting at Indiana State University, we are thrilled that you have decided to hire Sycamores! If you've attended our Career Fair in the past, you can expect the same level of excellence in this event. This guide will provide you with the information you will need to be most prepared for the event.

PLEASE FORWARD THIS IMPORTANT INFORMATION TO ALL RECRUITERS WHO WILL BE ATTENDING THE FAIR!

Indiana State University Career Center Staff Contact:

If you have any questions or problems the morning of the fair, please contact the numbers below.

Teresa Dwyer

Assistant Director, Employer Relations

Teresa.Dwyer@indstate.edu

(812) 237-2582 Office – Before 9/19/17

(812) 229-5872 Cell – Day of Career Fair

Career Center

(812) 237-5000

(888) 892-6044 (Toll Free)

Shipping Materials:

If needed, displays and promotional items can be shipped to:

Indiana State University Career Center
Attn. Teresa Dwyer
231 North 6th Street
Terre Haute, IN 47809

Please contact Teresa Dwyer before shipping your display. To ensure that your display arrives in a timely manner, please plan to have your items received at the Career Center no later than **September 15**.

Career Fair Schedule:

Before the Fair

- Check the [Participating Employers](#) list on our website to verify that your company is registered and that your registration fee has been paid.
- Confirm the names of attending recruiters with the Indiana State University Career Center.

Employer Packing List

- Business cards for each recruiter attending
- Company name badge
- Company display and signage
- Promotional give-away items
- Comfortable shoes!

Arrival, Unloading, and Parking

If you do not have display items to unload, stay in the right lane on N. 9th Street and go directly to the parking area (Lot D/Lot D Extension) listed on the map below.

Unloading Instructions

Employers with items to unload, will stay in the left lane as they head North on 9th Street. You will be directed to turn left into Lot 20, exit the lot and pull up next to the Eagle Street ramp into Hulman Center. Staff will be on-hand to assist you with unloading your items and delivering them to your table. After your items are unloaded, you will be directed through the intersection of 9th and Eagle to Lot D/Lot D Extension to park. The employer entrance is located on 9th Street and will be clearly marked with signs. For safety reasons, we ask that employers not enter the exhibit hall from the ramp. Please see the map below.

NOTE: Lot D and D Extension are the designated parking lots for the Career Fair. The parking garage at 8th and Cherry Street is available but payment for this location is NOT included in the Career Fair registration fee.

Schedule for the Day

- * We will be asking for identifying business cards from each individual that attends the fair.
- 8:00 a.m. – 9:45 a.m. Unloading/Parking Assistance Available
- 8:00 a.m. – 9:45 a.m. Registration/Display Set-up
- 8:45 a.m. – 9:45 a.m. Continental Breakfast (ISU Faculty in attendance)
- 10:00 a.m. – Career Fair Begins
- 11:30 a.m. – 1:30 p.m. Lunch Served in Employer Café (We recommend that you stagger lunch between recruiters to maintain coverage at your table)
- 2:00 p.m. – Career Fair Ends

Departure

In order to meet the greatest number of students, we ask that you stay for the duration of the event. Students plan their attendance around classes and other events, as well as travel to and from campus. We feel it is important that all students have equal opportunity to visit with you.

At the close of the fair, please promptly take down your display. If you need assistance with loading, please inform staff during check-in and they will arrange loading assistance for the end of the fair.

Return Materials Shipping

You must bring UPS or FedEx shipping labels with your account number already entered with you to the fair. We are happy to arrange shipping pick-up, but your packages must be appropriately labeled. Please contact Teresa Dwyer for assistance with return shipping.

Directions to Hulman Center:

Hulman Center

200 North 8th Street
Terre Haute, IN 47809

Directions from I-70

From I-70, take US 41/Exit 7 (Third Street), turn north and go about 2.8 miles to Wabash Avenue. Turn right onto Wabash Avenue. Take Wabash Avenue to 9th Street. Turn left at 9th Street. Hulman Center will be on your left and parking will be in Lot D/Lot D Extension on your right shortly after you pass the Hulman Center.

Directions from North: IN-63

Head southeast on IN-63 towards US-41 S (Third Street). Turn left onto Ohio Street. Follow Ohio St. to 9th Street. Turn left on 9th Street. Go north for two blocks. Hulman Center will be on your left and parking will be in Lot D/Lot D Extension on your right shortly after you pass the Hulman Center.

Directions from North: US-41

Head south on US-41. Turn left onto Ohio Street. Follow Ohio St. to 9th Street. Turn left on 9th Street. Go north for two blocks. Hulman Center will be on your left and parking will be on your right shortly after you pass the Hulman Center in Lot D/Lot D Extension.

Directions from South: US-41

Head north on US-150 W/US-41. Turn right onto Wabash Ave. Follow Wabash Ave. to 9th Street. Turn left on 9th Street. Hulman Center will be on your left and parking will be on your right in Lot D/Lot D extension shortly after you pass the Hulman Center.

New Benefit for Employers in 2017:

Access to the Student Recreation Center

All employers registered to attend the Fall Career Fair will have guest access to the Student Recreation Center during their recruiting visit to campus. Whether you're planning to arrive the day before or stay a day later, you'll be able to take advantage of our incredible fitness facility. So plan ahead, pack your gym clothes, and head to the Rec. Center to destress after a long day at the fair. For more information on the facility and class schedules, check out the [Student Recreation Center website](#).

Terre Haute Hotels:

Candlewood Suites

\$98.00/plus tax per night (Tiered Rate)
721 Wabash Ave.
Terre Haute, IN 47802
Phone: (812) 234-3400
Fax: (812) 234-3144

Comfort Suites

\$94.99/plus tax King or Queen suite rate
501 E Margaret Ave
Terre Haute, IN 47802
Phone: (812) 235-1770
Fax: same as above

Drury Inn

\$89.00/plus tax King per night
3040 Highway 41 South
Terre Haute, IN 47802
Phone: (812) 238-1206
Fax: same as above

Fairfield Inn

\$79.99/plus tax King or Double per night
475 E Margaret Ave
Terre Haute, IN 47802
Phone: (812) 235-2444
Fax: same as above

Hampton Inn

\$94.00/plus tax Double per night
3325 US Highway 41 South
Terre Haute, IN 47802
Phone: (812) 242-2222
Fax: (812) 242-2999

Hilton Garden Inn

\$119/plus tax Standard per night
750 Wabash Ave
Terre Haute, IN 47807
Phone: (812) 234-8900
Fax: (812) 234-8903

Holiday Inn Express

\$109/plus tax King or Double per night
2645 Joe Fox Street
Terre Haute, IN 47803
Phone: (812) 234-3200
Fax: (812) 234-6070

Pear Tree Inn

\$61.99/plus tax Standard King
3050 US Highway 41 South
Terre Haute, IN 47802
Phone: (812) 234-4268
Fax: same as above

***Please make sure to specify Indiana State University rates. Rates are subject to change.**

INDIANA STATE UNIVERSITY CAMPUS MAP

LEGEND

- ← One-way streets
- P Handicapped parking
- S Service vehicle parking
- M Motorcycle/Moped parking
- ▼ Visitor parking
- ▲ AED Locations
- ⊕ Safety (Blue Light/Phone)
- Accessible building 5
- Partial accessible building 5
- Storage/limited use building

Remote Parking: O, B, S, D Extension, Bob Warn Field*, University Apartments*
*See show-on map

Any Decal Parking: Lots A, B, C, D, F, G, H, I, M, N, P, Q
*See show-on map

Student Parking: Lots 10, 14, 20, 22, 24

Faculty/Staff Parking: Lots 1, 5, 6, 11, 13, 15, 21, 23, 25

Visitor's Pay Lots



Remote Parking is also available in Lot N (11th and Chestnut), Bob Warn Baseball Lot, and the University Apartments Lots (not shown on this map).

Lot O (2nd and Chestnut) and Lot D Extension are only available Monday-Friday, 7:30 a.m. - 5:00 p.m. Vehicles left on lot beyond 5:00 p.m. will be towed at owner's expense.



INDIANA STATE UNIVERSITY CAREER CENTER

812.237.5000 INDSTATE.EDU/CAREER-CENTER 231 N. 6TH WALKWAY