2019 GEORGIA TECH GRADUATE SCHOOL FAIR
RECRUITER INFORMATION

DATE AND TIME
Friday, October 18, 2019
12:00 – 2:00pm

LOCATION
Georgia Institute of Technology (Georgia Tech)
Wenn Student Center (Student Center)
Student Center in the Ballroom (3rd floor)
350 Ferst Drive NW
Atlanta, GA 30332-0458
campus map

GEORGIA TECH PROFILE

The Georgia Institute of Technology, also known as Georgia Tech, is a top-ranked public college and one of the leading research universities in the United States. Georgia Tech provides a technologically focused education to approximately 32,000 undergraduate and graduate students in fields ranging from engineering, computing, and sciences, to business, design, and liberal arts.

Please view our 2018 Mini Fact Book.

STUDENTS FROM OTHER CAMPUSES

This event is for Georgia Tech students and alumni only and for students from Emory and Georgia State University in partner programs with Georgia Tech and who are invited by the organizers. Please do not ask prospective students from other campuses to meet you at the fair and instead arrange to meet with them at a separate time. Students will need school identification to enter.

REGISTRATION OVERVIEW

• Early registration: July 15 – August 2 ($125)
• Regular registration: August 3 – October 9 ($150)

Registration is closed as of October 9, 2019. This event has a registration cap of 55 tables. Georgia Tech programs will not be charged.

Included with registration:
• one 6’ feet table (no tablecloth)
• two (2) recruiters per school (maximum)
• lunch for up to two (2) recruiters
• one parking validation
• internet access

The Georgia Tech Graduate School Fair focuses on traditional academic graduate programs (master’s and doctorate) and not professional schools (law, medicine, etc.). If you are a recruiter from a professional school and would like to attend, we will place you on a wait list. After registration closes on October 9th, we will contact you if a space is available.
HOW TO REGISTER

- When registering, please use the **full, formal name** of your institution and not a nickname, e.g. use "Georgia Institute of Technology," not "Georgia Tech" or "GA Tech." We generate an alphabetical listing of programs coming to the fair, and consistent naming creates an easier-to-follow listing. Acronyms can refer to multiple institutions, e.g. "GSU" = Georgia State University or Georgia Southern University.
- Registration and space at the fair is not confirmed until your registration and payment have been received. If paying by check, please email Monique Morris (mmorris@gatech.edu) and Susan Belmonte (sbelmonte@gatech.edu) immediately to let them know that you have registered. See the payment section below.
- The Georgia Tech Graduate School Fair focuses on traditional academic graduate programs (master’s and doctorate) and not professional schools (law, medicine, etc.). If you are a recruiter from a professional school and would like to attend, we will place you on a wait list. After registration closes on October 9th, we will contact you if a space is available.

PAYMENT & REFUNDS

Georgia Tech programs are subsidized by the Office of Graduate Studies and will not be charged. No refunds will be provided for this event.

All other programs:

Online credit card payment via Marketplace: https://b.gatech.edu/2nuFlWH

To pay by check:

- Check made out to “Georgia Tech Center for Career Discovery and Development”
- Indicate “2019 Graduate School Fair” in the memo line.
- Submit to:
  - Monique Morris
  - Georgia Tech Center for Career Discovery and Development
  - Bill Moore Student Success Center
  - 219 Uncle Heinie Way
  - Atlanta, GA 30332-0105

**Note:** Your registration and space at the fair is not confirmed until we have received your registration information and payment.

If paying by check, email Monique Morris at mmorris@gatech.edu and Susan Belmonte at sbelmonte@gatech.edu immediately after you have registered to let them that your institution is paying by check.

**Note:** We cannot offer refunds for this event.

ACCESSIBILITY ACCOMMODATIONS

Please indicate in your registration if you require accessibility accommodations. Please also contact
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Monique Morris at (mmorris@gatech.edu) and Susan Belmonte at (sbelmonte@gatech.edu).

INTERNET ACCESS
Recruiters will be provided internet access at the fair.

EVENT DISPLAYS
No large pop up signs (table top or floor) are permitted at the fair.

SHIPPING MATERIALS
Due to the lack of space, we cannot accept packages for the fair. The Student Center has a post office on the first floor if you need to ship materials back to your institution after the fair.

The nearest United Parcel Service (UPS) location is by campus at 541 10th St NW, Atlanta, GA 30318. (404)733-6797

A nearby FedEx location is at 817 W Peachtree St NE, Atlanta, GA 30308 in the Kwik Kopy on the bottom floor of the Biltmore Building at Tech by Tech Square. (404)876-9667

HOTEL ACCOMMODATIONS
There are several hotels near Georgia Tech.

Some options within walking distance are at http://admission.gatech.edu/visit/lodging.

DRIVING DIRECTIONS AND PARKING
• The Student Center is located off Ferst Drive and accessible by car, foot or bike. campus map

• We can only validate parking at Visitor Area 3/W02/Student Center Deck on campus. http://pts.gatech.edu/visitors#l3

• Visitor Area Lot 2, directly next to the Student Center is available. This lot is a pay upon entry lot, not pay upon exit. We cannot provide validation for this lot.

• Look for event signage when you enter the parking lot. Follow the signs to the Student Center, which is a short walk away.

RIDESHARE DIRECTIONS
Recruiters who will use rideshare (Uber or Lyft in Atlanta) should use the following address:

Georgia Institute of Technology (Georgia Tech)
Wenn Student Center (Student Center)
350 Ferst Drive NW
Atlanta, GA 30332-0458 campus map
EVENT CONTACTS
Monique Morris, Event Coordinator, mmorris@gatech.edu, 404.894.0062
Susan Belmonte, Pre-Graduate Advisor, sbelmonte@gatech.edu, 404.385.3494