Office of Career Development and Leadership
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June 25, 2012

Dear Career Fair Participants,

Greetings from Fisk University's Office of Career Development and Leadership! We are pleased to announce our 2012 Fall Career and Graduate School Fair that will be held on Thursday, September 20, 2012 in the lower level of New Livingstone Hall (Dance Studio) on the campus of Fisk University. Listed below, please find the tentative schedule of the Career and Graduate School Fair:

- **10:00am- 1:00 pm-Graduate Schools and Corporations**
- **3:00pm-6pm- Professional & Law Schools**

If you attended the Career and Graduate School Fair last year, or in years past, we would like to welcome you back. We greatly appreciate your support and participation and look forward to seeing you again this year. If you are a new participant with us we hope you will strongly consider this opportunity!

As you are aware, Fisk University has an outstanding reputation of producing top tier students. This quality of student is the standard at Fisk University and their expectancy level is matched only by the opportunities presented by your agency and professional schools.

To register your business or institution for this year's Career and Graduate School Fair, please follow these steps:

1. Log onto http://fisk.experience.com
2. Under employers click "Employers Log In Here" (Businesses & Institutions)
3. Create an account if you are a new user or log-in if a returning user
4. Follow the prompts then click "Register for Career Fairs" (on the right)
5. Click on the drop "View By Schools" box and choose Fisk University
6. Click on the Career & Graduate School Fair link and proceed to register

The registration fee is $175.00 per school. This fee includes a booth for two and light refreshments. Once registration is complete, you will receive an automated email detailing shipping, directions to the venue, and parking information. **The deadline for registration is September 7, 2012 by 11:59pm CST.**

Thank you for your time and attention in the matter. If you have any questions or concerns, please contact our Career Development Specialist, Tashaye Byrdsong at 615-329-8894 or via email at tbyrdsong@fisk.edu.

Warm Regards,

Natara K. Garvin

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