

NC WEEK 3A (Gastonia Week) – Cleveland, Gaston, Lincoln, & Rutherford Counties –
September 24 – 25, 2018

Code of Ethics & Exhibitor Guidelines for Ed-Op Programs:

- Arrive early to the fair and staff your booth during fair hours
- Dress to best represent your school
- Check in with the coordinator of the college fair in order to locate the table, space, or booth you have been assigned.
- Stay for the entire program. CACRAO and/or the college fair host may follow up with the leadership of your institution should you be absent without notification. Representatives should notify the host contact or Scheduling Committee member who organized the week should you be unable to attend.
- One official representative is considered adequate. If more than one representative is needed, those present must confine all activities to the assigned space.
- Recruitment is restricted to the parameters of the booth. Standing in front of your table is not permitted; representatives are to remain behind their assigned table during fair hours.
- Allow students to approach your table of their own accord. Calling to or directing students to your table is not permitted.
- Displays cannot exceed or obstruct the view of adjacent booths and prevent the representative from standing behind their table. Floor displays are not permitted. Objects such as balloons are also not permitted.
- Laptops and iPads are permitted for visual use only, audio is not permitted. Technology such as this should not interfere with other exhibitors.
- Promotional giveaways (including raffles and drawings) are strictly prohibited. Distributed educational information must be limited to printed materials which are accurate, tasteful and pertain to the college or university. Handouts such as key chains, pens, pennants, balloons, balls, plastic bags, food and candy are not permitted.
- Applications for admission may be distributed, but not completed or returned at Ed-Op Programs. Offering on-site admission is also not permitted.
- Be courteous to other exhibitors and fair attendees. CACRAO members should display the highest levels of decorum and avoid any unprofessional behavior that would disgrace the CACRAO organization or that would infringe upon the rights of their fellow members. A professional demeanor should always be maintained with both students and colleagues.
- Cell phones, Bluetooth devices, and iPhones should be turned off and stored for the duration of the Ed-Op Program.
- Assist college fair coordinators by completing all evaluations and return them to the designated official at the conclusion of the fair.
- CACRAO member institutions may host Ed-Op Programs only with prior approval from either the NC or SC Scheduling Committees. In the event that the Scheduling Committee feels it is necessary to hold a program at a member institution, the following policies apply:
 - The host institution will participate on an equal standing with all other institutions and no special incentives will be offered for students.
 - Refreshments (if provided) should be for college representatives only.
 - Hosting institutions are not obligated to accommodate representatives who did not receive a specific invitation, did not respond to an invitation, or did not submit a required participation fee.

Failure to adhere to these guidelines will result in your institution being asked to vacate your assigned space and the Educational Opportunity Fair. Colleges and Universities exhibiting in CACRAO' Fairs are expected to adhere to CACRAO's Principles of Good Practice.

NC WEEK 3A (Gastonia Week) – Cleveland, Gaston, Lincoln, & Rutherford Counties –
September 24 – 25, 2018

Week Coordinator

Patrick Frazier – Western Carolina University

pfrazier@wcu.edu

(828) 227 – 2671

Suggested Hotel(s)

Days: Sunday, September 23rd – Friday, September 28th

Location: Fairfield Inn

Address: 1860 Remount Rd., Gastonia, NC 28054

Contact: (704) 867 – 5073

CACRAO Rate: \$115 per night – Mention CACRAO or WCU when booking

NC WEEK 3A (Gastonia Week) – Cleveland, Gaston, Lincoln, & Rutherford Counties –
September 24 – 25, 2018

Monday, September 24th

Fair Time: 8:00 a.m. – 2:30 p.m.

Fair Name: GASTON COUNTY SCHOOLS

Fair Location: Gaston College

Address: 201 Highway U.S. 321., Dallas, NC 28034

Travel Time: 15 minutes from Court Yard

Note(s): High schools attending: Bessemer City, Gaston Early College, Highland School of Technology, Hunter Huss, North Gaston South Point, and Stuart Cramer high schools.

Fee: \$85 for CACRAO members / \$110 for non-members

Tuesday, September 25th

Fair Time: 8:00 a.m. – 2:30 p.m.

Fair Name: GASTON COUNTY SCHOOLS

Fair Location: Gaston College

Address: 201 Highway U.S. 321., Dallas, NC 28034

Travel Time: 15 minutes from Court Yard

Note(s): High schools attending: Ashbrook, Cherryville, East Gaston, and Forestview high schools.

Fee: \$85 for CACRAO members / \$110 for non-members (Only one fee payment required for the two days)

Fair Time: 6:00 p.m. – 7:30 p.m.

Fair Name: LINCOLN COUNTY SCHOOLS

Fair Location: Lincolnton Citizens Center

Address: 115 West Main Street, Lincolnton, NC 28092

Travel Time: 30 minutes from Court Yard

Note(s): High schools attending: North Lincoln, East Lincoln, West Lincoln, and Lincolnton high schools.

*Snacks will be provided

Wednesday, September 26th

No Programs Scheduled

NC WEEK 3A (Gastonia Week) – Cleveland, Gaston, Lincoln, & Rutherford Counties –
September 24 – 25, 2018

Thursday, September 27th

Fair Time: 8:30 a.m. – 2:30 p.m.

Fair Name: RUTHERFORD COUNTY SCHOOLS

Fair Location: Isothermal Community College

Address: I C C Loop Road, Spindale, NC 28160

Travel Time: 1 hour from Court Yard

Note(s): High schools attending: Chase, East Rutherford, R-S Central, and Rutherford Early College high schools

*30 minute break during the fair

Friday, September 28th

Fair Time: 8:30 a.m. – 3:00 p.m.

Fair Name: CLEVELAND COUNTY SCHOOLS

Fair Location: Cleveland Community College

Address: 137 South Post Rd, Shelby, NC 28152

Travel Time: 30 minutes from Court Yard

Note(s): High schools attending: Burns, Cleveland Early College, Crest, Kings Mountain, and Shelby high schools.

*Lunch will be provided

Fee: \$15 for CACRAO members / \$40 for non-members