REGISTRATION FORM

Please use this form only if you have tried the online form, been unsuccessful and have reported that to the career services office. After completion, please email the form to arwilson@tamusa.tamus.edu or fax it to (210) 784-1498. Thank you and we look forward to seeing you at the fair! Questions? Call Annette Wilson, Director of Career Services at (210) 784-1342.

All employers who have actual or anticipated bona-fide entry-level positions, career-related paid or non-paid internships and summer jobs are welcome to recruit at the fair. A bona fide full-time or part-time position is defined as a career opportunity that is salaried (not 100% commission) and does not require the candidate to pay a fee for training, purchase a membership and/or products, or any other job-related expenses. Draw against future earnings does not constitute salary. Employers offering positions that are multi-level marketing and third party recruiters which require the candidate to have any financial outlay are ineligible. The Office of Career Services reserves the right to not accept a registration. No solicitation for services or sales is permitted at the fair; it is for employment recruitment purposes only.

* = Required Field

*Employer’s Name: ______________________________________________________________

*Contact Person’s Name: _________________________________________________________

*Contact Person’s Email: _________________________________________________________

Address: _______________________________________________________________________

City: __________________________ State: ___________ Zip Code: __________________________

*Phone Number: __________________________ Alternate Number: ______________________

*Email: __________________________ Website: __________________________

Note: Due to space, you are limited to two representatives.

Representative #1:
Name: ______________________________ Title: ______________________________

Representative #1:
Name: ______________________________ Title: ______________________________

Please choose one:
*We will bring our own tablecloth ☐ Please provide me with a tablecloth ☐

Please choose one:
*Yes, I will need an internet access code ☐ No, I will not need an internet access code ☐

(Please know that electrical outlets are extremely limited so you may want to come prepared with a battery for your laptop.)
*Please indicate below the positions for which you will recruit: (If you are unsure of positions you will have open at the fair, you may enter “See HR website at …” and give the internet address with job postings).

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<th>POSITIONS</th>
<th>NUMBER AVAILABLE</th>
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*Majors you are interested in recruiting: _______________________________________________________________
_____________________________________________________________________________________________

Comments _______________________________________
______________________________________________

*Thank you for your registration. Please check the non-refundable fee which applies to you:

☐ $75
☐ $50 for government or 501(c)(3) organization employer

Your registration is not complete without payment of the registration fee. The fee may be paid in person with cash or credit/debit card at Texas A&M University-San Antonio Business Office, Madla Building, Suite 135, One University Way, San Antonio, TX. The office is open from 8 a.m. to 6 p.m., Monday through Thursday and 8 a.m. to 5 p.m., Friday. A check made payable to Texas A&M University-San Antonio may be mailed to that address. Please note "Spring 2015 Career Fair" on the check. Once paid, a confirmation will be emailed to the above listed contact's email address and you will be notified that your registration is complete.

Unfortunately at this time we will be unable to accept credit/debit card payments over the phone or online. We apologize for the inconvenience.

We encourage you to finalize registration by completing the form and paying early. The deadline to register is Friday, January 30, 2015; however, space is limited and registration may be ended early, as soon as spots are filled. If spots are full when you complete the form, you will be informed that you are being placed on a wait list.

Thank you and we will see you at the Spring Career Fair!