

CSU VETERINARY CAREER FAIR

Frequently Asked Questions for Employers

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What is the veterinary career fair?

This is the first annual CSU veterinary career fair. It will provide an excellent opportunity to connect with students and alumni to discuss or interview for current and/or future career-related employment and to promote summer and preceptorship/externship opportunities. Last November we hosted a mini-fair as a pilot and decided to move forward with a large annual event, based on positive feedback from employers and students

With over 500 students in our PVM program, we have an excellent pool of students available for full-time employment, summer work, externships and preceptorships. In May over 120 senior PVM students will graduate.

How do I register for the career fair?

Please complete the [registration form](#) and mail it and payment to Ruth White, PVM Career Specialist, CVMBS Dean's Office, 1601 Campus Delivery, Colorado State University, Fort Collins, CO 80523-1601

What are the date, time and location of the fair?

The fair will be held on Thursday, January 31 from 4:00-7:00 p.m. at the Hilton Fort Collins, 425 West Prospect Avenue.

What is the registration fee?

The registration fees for the fair are:

- \$300 corporate or third party
- \$150 companies and clinical practices with up to 10 locations
- \$75 single clinical practice
- \$50 government agencies
- \$30 non-profit agencies

Note: If you are currently participating in a CSU veterinary mentor program or are in our database of preceptorships, you will be eligible for a 20% discount on your registration fee.

What does the registration fee include?

The fee includes:

- 6' skirted booth table with two chairs
- Recognition in the Career Fair program and pre-fair publicity on-line from the Career Fair website
- Booth sign
- Refreshments
- Interview space: You may reserve interview space the day following the fair. Space is limited, so reservations are required.

Early registration is encouraged for maximum publicity to PVM students and alumni.

Registration Deadline: Friday, January 25, 2008

How can I pay for the registration fee?

The registration fee may be paid by a check payable to "Colorado State University" and mailed to PVM Career Fair, Dean's Office: College of Veterinary Medicine and Biomedical Sciences, Mailstop 1601, Colorado State University, Fort Collins, CO 80523-1601

What is the cancellation/refund policy?

Cancellation notification is appreciated so we may inform students. Refund of the registration fee less a \$10 processing fee will be given for cancellations received by January 25, 2008. There is no refund of the registration fee after January 25, 2008.

Who will be invited to the fair?

Current CSU veterinary students, residents and interns and CSU veterinary alumni will be invited and encouraged to attend the Career Fair. ***The career fair is not open to the general public, undergraduates or students from other schools.***

What pre-fair publicity is provided to students and alumni?

Beginning early November, a link to participating employers will appear on the Career Fair website. The details will include your organization name, website link, type of positions available and a brief profile. Beginning in November, extensive advertising begins to current classes in the way of posters, flyers, e-mail messages and classroom announcements. Alumni will be notified through the career services alumni listserv and through the DVM alumni class agents.

Where do I ship displays and materials for the Career Fair?

You may ship table displays and materials for the Career Fair to the CVMBS Dean's Office, Attn. PVM Career Fair, Mailstop 1601, Colorado State University, Fort Collins, CO 80523-1601 You may send your materials at any time prior to the fair; however, we do ask that your materials arrive no later than **Monday, January 28**. Your materials will be transported to the Hilton Fort Collins and delivered to your table at the Career Fair.

After the fair, you will be work with representatives at the Hilton to coordinate return shipment of displays and materials.

What are the lodging options in Fort Collins?

The host hotel for this event is the Hilton Fort Collins. A block of rooms has been reserved for fair attendees. The Hilton will provide you with your room options. We encourage you to make reservations at your earliest convenience as space is limited. Be sure to mention that you are attending the CSU Veterinary Career Fair to receive the special rate of \$109.00.
<http://www.hiltonfortcollins.com/home.aspx>

You can view a listing of other hotel/motel options on this website: <http://www.ftcollins.com/>

How do I get to the CSU Veterinary Career Fair?

The Hilton is very close to the main campus at the intersection of W. Prospect Rd. and Centre Ave. Directions to the Hilton: http://www1.hilton.com/en_US/hi/hotel/FNLCOHF-Hilton-Fort-Collins-Colorado/directions.do

Where can I unload my vehicle and park when I arrive at the Hilton?

Guests of the hotel may park in the guest parking area. If you are not staying at the hotel, you may unload your materials in the front lobby parking area and park your vehicle in the dirt parking lot to the south of the Hilton complex. Student ambassadors will be available to assist you beginning at 2 p.m.

Who should I contact to set up interviews the day after the fair?

To reserve an interview room or to get information for scheduling an on-campus interview date, contact Ruth White, PVM Career Specialist, at (970) 491-3919 or e-mail Ruth.White@colostate.edu

Who can I contact for help?

If you need additional information or have a special request, please contact:
Ruth White
PVM Career Specialist
Phone: (970) 491-3919
Fax: (970) 491-2250
e-mail: Ruth.White@colostate.edu