Welcome,

Thank you for your interest in the 2018 AIAS Internship Fair at Auburn University.

As you read through the registration packet, you will see this year’s format is different than in past years. The School of Architecture, Planning and Landscape Architecture appreciates any time that is dedicated to speaking, interviewing and developing the students of our programs by your firm. We also recognize it takes time out of your schedule to come to our Internship Fair, which is valuable and vital to your success as well. Thus, this year we will have a one day Internship Fair with the first two hours being open for students to walk around and network with the firms and organizations that are in attendance. Afterwards, you are invited to stay and interview students you may have preselected from the resumes and cut sheets that we will be sending out two weeks prior to the event or students that you met during the networking time.

Attached you will find information regarding the agenda for the day, the registration and payment information as well as information on where to stay during your time in Auburn. For the 2018 Internship Fair we have a limitation of the first fifty firms to submit their registration form and payment to hold their spot. We will send out a notification when the last spot has been taken and start a waiting list after that.

Again, we are excited that you expressed interest in the 2018 Internship Fair at Auburn University and can’t wait to see you in February!

Warmest Regards,

Crystal Jalil
Career Development and Employer Relations
334-734-6531
CrystalJ@auburn.edu
AIAS internship fair

IMPORTANT INFORMATION

SETUP
Wednesday February 21st from 7:30AM until 9:00AM
- Staff and students will be on hand to assist with set up.
- Each company will be provided a 3 x 6 table and two chairs.
  (if more than two participants registered, we will provide an additional chair).
- Tablecloths will not be provided.
- Please bring an extension cord if you should need electricity.
  However, electricity may be limited.

LOCATION AND PARKING
Auburn University Alumni Center
317 South College Street
Auburn, Alabama 36849
(This address is also the shipping address for materials)

Parking
- Provided by the Alumni Center
- First come first served.

DIRECTIONS
Directions from I-85 North
- Take Exit 51
- Make a left hand turn onto College Street
- Travel approximately 4 miles—Alumni Center will be on your right

Directions from I-85 South
- Take Exit 51
- Make a right hand turn onto College Street
- Travel approximately 4 miles—Alumni Center will be on your right
REGISTRATION FEE AND PAYMENT INFORMATION

- Checks of $250 are made payable to AIAS (American Institute of Architecture Students)
- Please mail these to Crystal Jalil:

CRYSTAL JALIL
202 DUDLEY COMMONS
AUBURN UNIVERSITY, AL 36849

CANCELLATION POLICY

- Cancellations and full refunds will be accepted provided notification is given via e-mail to Crystal Jalil at CrystalJ@auburn.edu no later than Thursday, February 1, 2017.
- No show, no cancellation will be expected to incur the full amount of the event.

ACCOMMODATIONS

The Hotel at Auburn University & Dixon Conference Center
241 S College Street
Auburn, Alabama 36830
800-228-2876

Holiday Inn Express & Suites
2013 S College Street
Auburn, AL 36832
334-502-1090

Towne Place Suites by Marriott
1117 S College Street
Auburn, Alabama 36832
334-466-8390
**SCHEDULE**

February 21, 2018 9 AM - 5 PM

- 7:30 AM - 9:00 AM  ARRIVAL AND SET UP
- 9:00 AM - 11:00 AM  CAREER FAIR EXPO OPENS
- 11:00 AM - 5:00 PM  INTERVIEWS

**LUNCH**  Boxed lunches will be provided!


REGISTRATION FORM

GENERAL INFORMATION

__________________________
Organization / Company Name

__________________________
Name of Representative(s)

__________________________
Preferred Contact Email

__________________________
Dietary Restrictions

PROGRAMS OF INTEREST

☐ Architecture
☐ Environmental Design
☐ Graphic Design
☐ Industrial Design
☐ Landscape Architecture

PREFERRED POSITIONS TO BE FILLED

☐ Full Time
☐ Part Time
☐ Summer Internship

REGISTRATION FEE

Checks of $250 are made payable to AIAS (American Institute of Architecture Students)

Please mail these to Crystal Jalil:

CRYSTAL JALIL
202 DUDLEY COMMONS
AUBURN UNIVERSITY, AL 36849

Questions or Concerns?
CRYSTAL JALIL    334.844.5379    cell: 334.734.6531    crystalj@auburn.edu
Interviews will begin at 11:00AM and we suggest allotting 20 minutes for each student.

Should you desire, this sheet can be used to assist in the organization of interview times with students.

<table>
<thead>
<tr>
<th>Time</th>
<th>Student Name</th>
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<tbody>
<tr>
<td>11AM</td>
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<td>5 PM</td>
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