Registering for the Job Fair

**Step 1:** Log in to your Job Grid account at [https://ttu-coe.12twenty.com/hire](https://ttu-coe.12twenty.com/hire) using your email address and password. If you are new to the system, create an account by choosing **Employer Sign Up**.
Step 2: On your Employer dashboard (the main menu), select **Register** under **Attend a Career Fair**.

Step 3: Select the Event you would like to attend.

Step 4: Review details of the Event and select **Register**.
Step 5: Select your preferred Registration Type from the available options.

**Fall 2017 Whitacre College of Engineering Job Fair - Employer Registration**

**Registration Types**

- **Student Hospitality Sponsorship $5000**
  This sponsorship includes a double booth with balloons, your company logo on water bottles passed out to students, and company logo on the ceiling sign.

- **Student Registration Sponsorship $5000**
  This sponsorship includes a double booth with balloons, your company logo on the registration booth and lanyards, and a ceiling sign in the Exhibit Hall.

- **Student Lunch Partner $4000**
  We have broken the lunch sponsorship into two parts. There will be a total of two lunch sponsors. Sponsorships includes double booth with balloons, directional signs, a ceiling sign in the Exhibit Hall, and your logo on the boxed lunches.

- **Student Transportation Sponsorship $4000**
  Students are transported to and from the Civic Center. Your company logo will be placed on the buses. This sponsorship also includes a double booth with balloons, publicity, and a ceiling sign with the company logo.

- **Student Lounge Sponsorship $2500**
  The Student Lounge is an area at the Job Fair where students can relax, sort materials, or network with fellow students. This sponsorship will provide you with publicity, a double booth, logo on ceiling sign, and logo at the Student Lounge.

- **Triple Booth $1025**
  For this event we will provide you with publicity, a 20x10 draped booth space with three 8ft. skirted tables, 6 chairs, an electrical outlet, wireless Internet service, and breakfast and lunch for your company’s representatives (no limit).

- **Double Booth $1100**
  For this event we will provide you with publicity, a 20x10 draped booth space with two 8ft. skirted tables, 4 chairs, an electrical outlet, wireless Internet service, and breakfast and lunch for your company’s representatives (no limit).

- **Single Booth $575**
  For this event we will provide you with publicity, a 10x10 draped booth space with 8ft. skirted table, 2 chairs, an electrical outlet, wireless Internet service, and breakfast and lunch for your company’s representatives (no limit).
**Step 6:** Complete your registration information and select **Register** to submit it to the Engineering Opportunities Center for approval.

**Step 7:** Once your registration has been approved, you will receive an approval packet via email with more detail on the Fair and instructions on how to pay for the event.