

Career Fair Registration and Sponsorship Details

2023-24

Welcome to the new season of our annual career fairs! We are excited to present to you our career fair packages with the details for each fair. Our fairs offer a unique platform for you to connect with a diverse pool of talented students who are eager to explore a variety of opportunities. For more details on the fairs please visit our website. If you have any questions please email Ryan Klopp, Employer Relations Specialist at recruit@ucalgary.ca. We look forward to your participation in one of our upcoming career fairs.

Important information for registrants

If you are **not** the representative attending the fair, please forward this to the appropriate contact(s) or email recruit@ucalgary.ca a list of the name(s) and email(s) of those who will be attending so they will receive any relevant updates leading up to the fair.

NOTE: Lunch will include dairy-free, vegan, vegetarian, gluten-free & halal options

Certificate of Insurance Policy

The University of Calgary requires all exhibitors to provide a [Certificate of Insurance \(COI\)](#) to attend career fairs. The certificate must show proof of current liability insurance in the amount of \$1 million and have the University of Calgary added as an "Additional Insured" and be addressed to:

The University of Calgary
c/o Career Services
MSC188, 2500 University Drive NW
Calgary, Alberta, Canada T2N 1N4

Email to: recruit@ucalgary.ca. See sample Certificate of Insurance [here](#).

Cancellation Policy

Refunds can be issued for up to 10 business days from date of registration less a \$100 administrative fee. Registrations within 30 days of the event date are non-transferable and non-refundable.

Industry Career Fair

Tuesday, Sept. 19, 2023 | 11 a.m. – 3:30 p.m. MT

The Industry Career Fair is one of the four major fairs that we host annually in September. It's highly attended by engineering and technical students and has become increasingly popular among students of all faculties.

This fair attracts organizations from a variety of sectors including energy, environment, agriculture, technology, and health.

Regular registration fees

Early-Bird Regular	Regular Registration	Last Minute Regular	Registered Charity/Non-Profit	Internal UCalgary Groups
Deadline: June 13	Deadline: Aug. 25	Deadline: Sept. 8	Deadline: Aug. 25	Deadline: Aug. 25
\$900*	\$1,050*	\$1,150*	\$450*	\$300*
<ul style="list-style-type: none">• Regular booth - approx. 9' length x 6' depth x 8' height• Up to two representatives included, along with refreshments and lunch• Booth includes a table and two chairs• Additional charges apply for extra table and electrical which must be requested at time of registration:<ul style="list-style-type: none">– Electrical - \$75 + GST– Second table (4') - \$50 + GST• Volunteer assistance throughout the day				

**GST will be added*

Boost your value by becoming an Industry Career Fair sponsor

Looking for maximum exposure? Consider being a Sponsor at the fair which includes a featured booth location, and additional exposure through advertising and logo recognition.

Platinum Innovation Sponsor One available
Deadline: Jul. 3
\$5,000*
<ul style="list-style-type: none"> • Featured booth location including a networking lounge area to engage with students • Booth size - approx. 20' length x 6' depth x 8' height • Up to twelve representatives included, along with refreshments and lunch • Booth includes two tables and up to twelve chairs plus three cocktail tables for networking with students • Includes: <ul style="list-style-type: none"> – TV – Min 32" – Electrical <p><i>Please note these items must be requested at the time of registration.</i></p> <ul style="list-style-type: none"> • Sponsorship acknowledgment in the student newsletter, on the website and on digital screens • Volunteer assistance throughout the day
<p>Sponsorship Features:</p> <ul style="list-style-type: none"> • Networking Spotlight: Day of fair from 2 p.m. – 4:00 p.m. host your invited students from the fair to attend your networking event in the Life Design Hub (MSC 171) • Floor Plan Sponsor: Your branding will be featured on all our physical & digital floor plan posters • Student Survey Sponsor: Your branding will be featured on our survey (Please email recruit@ucalgary.ca one question of your choice to be added on the student survey, subject to our approval) • Featured Job Posting: Two job postings within six months of the fair date (Email postings to recruit@ucalgary.ca to have them posted on your behalf) • Interview Room: Book one room within six months of the fair date (Email recruit@ucalgary.ca to book your room)
<ul style="list-style-type: none"> • Info Session: One in-person session (excludes catering) and one virtual session which must be held within six months from the date of the fair (Date must be requested within one month of registering)

- **Digital Advertising Package**:** Four months (**Sept. – Dec.**) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)
- **Backlit Panel**:** One – 3'x6' panel for the months from September - December to be displayed in a highly visible area - visible to approx. 1000 students /day (*printing fee not included*)
(Poster must be received by August to be displayed for September)
- **Industry Career Fair Event Poster**:** Sponsorship & logo recognition on posters displayed across campus
- Logo placement on event landing page

****To guarantee that the Digital Advertising and Backlit panel can be displayed before the September fair, we must receive the Digital PPT and Backlit panel at our office before August**

Gold Sponsor Four available	Silver Sponsor Six available	Bronze Sponsor Eight available
Deadline: Aug. 11		
\$3000*	\$2000*	\$1500*
<ul style="list-style-type: none"> • Booth location in the Sponsors Circle • Booth size – approx. 12' length x 6' depth x 8' height • Up to six representatives included, along with refreshments and lunch • Booth includes a table and six chairs 	<ul style="list-style-type: none"> • Booth location in the Sponsors Circle • Booth size - approx. 10' length x 6' depth x 8' height • Up to five representatives included, along with refreshments and lunch • Booth includes a table and five chairs 	<ul style="list-style-type: none"> • Booth location in the Sponsors Circle • Booth size - approx. 10' length x 6' depth x 8' height • Up to four representatives included, along with refreshments and lunch • Booth includes a table and four chairs
<ul style="list-style-type: none"> • TV – Min 32" • Electrical • Second table (4') <p><i>Please note these items must be requested at the time of registration.</i></p>	<ul style="list-style-type: none"> • Electrical • Second table (4') <p><i>Please note these items must be requested at the time of registration.</i></p>	<ul style="list-style-type: none"> • Electrical • Second table (4') <p><i>Please note these items must be requested at the time of registration.</i></p>
<p>Other inclusions:</p> <ul style="list-style-type: none"> • Sponsorship acknowledgment in the student newsletter, on the website and on digital screens • Volunteer assistance throughout the day • Logo placement on event landing page 		
Added perks to increase your engagement throughout the year		
<p>Info Session: One in-person session (<i>excludes catering</i>) which must be held within six months from the date of the fair <i>Date must be requested within one month of registering</i></p>	<p>Info Session: One virtual session which must be held within six months from the date of the fair <i>Date must be requested within one month of registering</i></p>	<p>Info Session: Not included</p>

<p>Digital Advertising Package**: three months (Sept. – Nov.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)</p>	<p>Digital Advertising Package**: two months (Sept. – Oct.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)</p>	<p>Digital Advertising Package**: one month (Sept.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)</p>
<p>Backlit Panel**: One – 3'x6' panel for the month of September to be displayed in a highly visible area - visible to approx. 1000 students /day (printing fee not included)</p> <p><i>Poster must be received by August to be displayed for September</i></p>	<p>Backlit Panel: Not included</p>	<p>Backlit Panel: Not included</p>
<p>Industry Career Fair Event Poster**: Sponsorship & logo recognition on posters displayed across campus</p>	<p>Industry Career Fair Event Poster: Not included</p>	<p>Industry Career Fair Event Poster: Not included</p>

*GST will be added

**To guarantee that the Digital Advertising and Backlit panel can be displayed before the September fair, we must receive the Digital PPT and Backlit panel at our office before August.

Education Career Fair

Thursday, Jan. 25, 2024 | 11 a.m. – 3:30 p.m. MT

The Education Career Fair targets Werklund School of Education students, those contemplating an after-degree in education, and individuals curious about the diverse prospects within the education sector. Whether you are looking to fill full-time or part-time roles, this fair offers an ideal platform for you to connect with potential candidates and showcase what opportunities you have to offer towards their career journey.

Registration fees

Sponsor Only ten available	Early-Bird Regular	Regular Registration	Last Minute Regular
Deadline: Dec. 19	Deadline: Oct. 17	Deadline: Dec. 19	Deadline: Jan. 18
\$1,000*	\$525*	\$600*	\$700*
<ul style="list-style-type: none"> Booth location in the Sponsors Circle Booth size: 12' length x 6' depth x 8' height Sponsorship acknowledgment in the student newsletter, on the website and on digital screens Up to four Representatives included, along with refreshments and lunch Booth includes a table and four chairs Includes: <ul style="list-style-type: none"> Electrical Second table (4') <p><i>Please note these items must be requested at the time of registration.</i></p>	<ul style="list-style-type: none"> Regular booth: 9' length x 6' depth x 8' height Up to two representatives included, along with refreshments and lunch Booth includes a table and two chairs Additional charges apply for extra table and electrical which must be requested at time of registration: <ul style="list-style-type: none"> Electrical - \$75 + GST 2nd table (4') - \$50 + GST 		
<ul style="list-style-type: none"> Digital Advertising Package**: one month (Jan.) - includes digital PPT on Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website) 		Digital Advertising Package: Not included	
<ul style="list-style-type: none"> Education Career Fair Event Poster**: Sponsorship & logo recognition on posters displayed across campus 		Education Career Fair Event Poster: Not included	
Other inclusions: <ul style="list-style-type: none"> Logo placement on event landing page Volunteer assistance throughout the day 			

**GST will be added*

***To guarantee that the Digital Advertising and Backlit panel can be displayed before the January fair, we must receive the Digital PPT and Backlit panel at our office before December*

Winter Career Fair

Tuesday, Jan. 30, 2024 | 11 a.m. – 3:30 p.m. MT

The Winter Career Fair stands out as one of the more diverse fairs comprising of all industries, attracting students from all faculties. It is the perfect fair to recruit for full, part-time, summer, and permanent opportunities.

This fair is an excellent platform to serve as the bridge between employers and students, helping them to establish connections and pave the way for future career opportunities.

Regular registration fees

Early-Bird Regular	Regular Registration	Last Minute Regular	Registered Charity/Non-Profit	Internal UCalgary Groups
Deadline: Oct 24	Deadline: Jan. 10	Deadline: Jan. 23	Deadline: Jan. 10	Deadline: Jan. 10
\$900*	\$1,050*	\$1,150*	\$450*	\$300*
<ul style="list-style-type: none">• Regular booth: 9' length x 6' depth x 8' height• Up to two representatives included, along with refreshments and lunch• Booth includes a table and two chairs• Additional charges apply for extra table and electrical which must be requested at time of registration:<ul style="list-style-type: none">– Electrical — \$75 + GST– Second table (4') — \$50 + GST• Volunteer assistance throughout the day				

**GST will be added*

Boost your value by becoming a Winter Career Fair sponsor

Looking for maximum exposure? Consider sponsoring a fair. This guarantees a featured booth location, and additional exposure through advertising and logo recognition.

Platinum Innovation Sponsor One available
Deadline: Oct. 30
\$5,000*
<ul style="list-style-type: none"> • Featured booth location including a networking lounge area to engage with students • Booth size - approx. 20' length x 6' depth x 8' height • Up to twelve representatives included, along with refreshments and lunch • Booth includes two tables and up to twelve chairs plus three cocktail tables for networking with students • Includes: <ul style="list-style-type: none"> – TV – Min 32" – Electrical <p><i>Please note these items must be requested at the time of registration.</i></p> <ul style="list-style-type: none"> • Sponsorship acknowledgment in the student newsletter, on the website and on digital screens • Volunteer assistance throughout the day
<p>Sponsorship Features:</p> <ul style="list-style-type: none"> • Networking Spotlight: Day of fair from 2 p.m. – 4:00 p.m. host your invited students from the fair to attend your networking event in the Life Design Hub (MSC 171) • Floor Plan Sponsor: Your branding will be featured on all our physical & digital floor plan posters • Student Survey Sponsor: Your branding will be featured on our survey <i>(Please email recruit@ucalgary.ca one question of your choice to be added on the student survey, subject to our approval)</i> • Featured Job Posting: Two job postings within six months of the fair date <i>(Email postings to recruit@ucalgary.ca to have them posted on your behalf)</i> • Interview Room: Book one room within six months of the fair date <i>(Email recruit@ucalgary.ca to book your room)</i>
<ul style="list-style-type: none"> • Info Session: One in-person session (excludes catering) and one virtual session which must be held within six months from the date of the fair <i>(Date must be requested within one month of registering)</i>
<ul style="list-style-type: none"> • Digital Advertising Package**: Four months (Jan. – Apr.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)
<ul style="list-style-type: none"> • Backlit Panel**: One – 3'x6' panel for the months from January - April to be displayed in a highly visible area - visible to approx. 1000 students /day (printing fee not included) <i>(Poster must be received by December to be displayed for January)</i>
<ul style="list-style-type: none"> • Winter Career Fair Event Poster**: Sponsorship & logo recognition on posters displayed across campus and on event landing page

Gold Sponsor Four available	Silver Sponsor Six available	Bronze Sponsor Eight available
Deadline: Aug. 30		
\$3000*	\$2000*	\$1,500*
<ul style="list-style-type: none"> Booth location in the Sponsors Circle Booth size – approx. 12' length x 6' depth x 8' height Up to six representatives included, along with refreshments and lunch Booth includes a table and six chairs 	<ul style="list-style-type: none"> Booth location in the Sponsors Circle Booth size - approx. 10' length x 6' depth x 8' height Up to five representatives included, along with refreshments and lunch Booth includes a table and five chairs 	<ul style="list-style-type: none"> Booth location in the Sponsors Circle Booth size - approx. 10' length x 6' depth x 8' height Up to four representatives included, along with refreshments and lunch Booth includes a table and four chairs
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Other inclusions: <ul style="list-style-type: none"> Sponsorship acknowledgment in the student newsletter, on the website and on digital screens Volunteer assistance throughout the day Logo placement on event landing page 		
Added perks to increase your engagement throughout the year		
Info Session: One in-person session (<i>excludes catering</i>) which must be held within six months from the date of the fair <i>Date must be requested within one month of registering</i>	Info Session: One virtual session which must be held within six months from the date of the fair <i>Date must be requested within one month of registering</i>	Info Session: Not included
Digital Advertising Package**: three months (Jan. – Mar.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)	Digital Advertising Package**: two months (Jan. – Feb.) - includes digital PPT Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)	Digital Advertising Package**: one month (Jan.) - includes digital PPT on the Career Services & Life Design Hub (LDH) TV screens supporting continuous promotion of your brand (logo, tagline, and website)

<p>Backlit Panel**: One – 3'x6' panel for the month of January to be displayed in a highly visible area - visible to approx. 1000 students /day (<i>printing fee not included</i>)</p> <p><i>Poster must be received by December to be displayed for January</i></p>	<p>Backlit Panel: Not included</p>	<p>Backlit Panel: Not included</p>
<p>Winter Career Fair Event Poster**: Sponsorship & logo recognition on posters displayed across campus</p>	<p>Winter Career Fair Event Poster: Not included</p>	<p>Winter Career Fair Event Poster: Not included</p>

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