

## Frequently Asked Questions

- **When and where is the Spring 2024 Career & Internship Fair?**

The Career & Internship Fair will commence on Thursday, February 8, 2024, from 10:00 AM to 3:00 PM. **Save the date!**

- **Where will the fair be held?**

The fair will be held in the Hampton University Student Center Ballroom.

- **What is the cost to participate?**

The registration fee is \$450.00 for non-profit organizations and \$800.00 for all other businesses. Each additional representative (two are included with the registration) costs an additional \$75.00. **Full payments should be made by February 2, 2024.**

**Refunds/ No Shows/ Late Payments/ Day-Of Registrants:**

Refunds requested *on or before December 31, 2023* will result in a full refund.

Refunds requested *between December 31, 2023 and January 8, 2024* will result in being charged 50% of the registration fee.

Refunds requested *after January 8, 2024* will be denied. This includes “No Shows”.

Additional fees will be remitted for late registrants.

- **What payment methods are accepted?**

All major credit cards are accepted (AMEX, Discover, MasterCard, and Visa). A credit card payment may be made at the time of registration (**online**) or called in to the Career Center office. Checks are also accepted; **please make checks payable to: Hampton University Career Center**. All checks must be mailed to:

**Hampton University  
Career Center  
2 Frissell Avenue  
Hampton, VA 23668**

- **Who attends the Career and Internship Fairs?**

The fair is open to all Hampton University students and alumni.

- **How many representatives may we have?**

A maximum of four representatives are allowed at each booth.

- **Why have I received more than one invoice for our fair registration?**

Each time a change is made (ex: punctuation or a representative’s name) a new invoice is automatically generated by Symplicity.

**Additional Questions:** Please call the Hampton University Career Center at 757.727.5331

We look forward to seeing you at the Spring 2024 Career and Internship Fair!

