

Frequently Asked Questions

- **When is the Spring 2025 Career & Internship Fair?**

The Career & Internship Fair will commence on Thursday, February 6, 2025, 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 3, 2025.**

Refunds/No Shows/ Late Payments/Late Registrants

Refunds requested **on or before December 31, 2024** will result in a **full refund**.

Refunds requested **before January 10, 2025** will result in being charged **50%** of the registration fee.

Refunds requested **after January 10, 2025** 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 to your registration (ex: punctuation or a representative’s name) a new invoice is automatically generated by Symplicity.

PLEASE CONFIRM WHETHER OR NOT YOUR BOOTH WILL NEED ELECTRICAL ACCESS (DEMO ITEMS, LAPTOPS, CELL PHONES, ETC.) IN ADVANCE OF YOUR ARRIVAL TO THE CAMPUS.

A parking pass will be provided once it has been received from the University Police Department; University Police and Security staff will provide directions and parking guidance upon your arrival.

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

We look forward to seeing you at the Spring 2025 Career and Internship Fair!

