



**Bethune-Cookman University**

Career and Program Services

Founded in 1904 by Dr. Mary McLeod Bethune

Trudie Kibbe Reed, Ed.D. President

August 24, 2010

Dear Graduate School Fair Participant:

**The Office of Career and Programs Services at Bethune-Cookman University** will host its Annual Graduate/Professional School Fair on **Wednesday, October 27, 2010**. The purpose of the event is to provide an opportunity for graduate school personnel to meet and discuss various programs of study with students and faculty. You are invited to participate.

A nominal registration fee of Two hundred dollars (**\$200.00**) is required for each participating school (**Two persons per institution**). For any additional representatives (**\$ 50.00**) is required. Please bring information that can be displayed and distributed among students, staff and faculty members. For your convenience, 4'x8', tables will be provided for your materials and/or display. **Electrical outlets** will be available **if requested** on the enclosed registration form. **Any extension cords, audio visual or other equipment needed for the display, will be the responsibility of the participating institution.**

The **Graduate/Professional School Information Day** is planned for **Wednesday, October 27, 2010**, with registration and continental breakfast beginning at **8:30 AM** and the **Graduate Fair** will begin at **10:00 AM**. The location will be the **Center for Civic Engagement Facility, 740 West International Speedway Blvd., Daytona Beach, Florida 32114**. **Lunch will be provided** and is scheduled for **12:00 noon**. The **Graduate/Professional School Fair** session ends at **3:00 PM**.

If you would like to reserve a room, there are **junior suites** available at **\$78.00/ nightly** at the **Marriott Courtyard, 1605 Richard Petty Blvd., Daytona Beach, Florida 32114**. To reserve a room, please call **(386) 255-3388**. Room reservations deadline is **Friday, October 22, 2010**. Please visit [www.mapquest.com](http://www.mapquest.com) for directions to the campus.

If you have any additional questions or concerns, please feel free to contact me at **(386) 481-2167** or **Ms. Davita Bonner, Director** at **(386) 481-2143** or fax the enclosed confirmation form to **(386) 481-2139**.

Please *complete* the enclosed registration/confirmation form and return by **Monday, October 25, 2010** to:

*Lola C. Young, Career and Program Services Counselor  
Office of Career and Program Services  
Bethune-Cookman University  
640 Dr. Mary McLeod Bethune Blvd.  
Daytona Beach, Florida 32114-3099*

Sincerely Yours,

Lola C. Young  
Career and Program Services Counselor

**BETHUNE-COOKMAN UNIVERSITY**  
**GRADUATE/PROFESSIONAL SCHOOL FAIR**  
**WEDNESDAY, OCTOBER 27, 2010**  
**REGISTRATION FORM**

**INSTITUTION:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone:** (\_\_\_\_) \_\_\_\_\_ **Fax:**(\_\_\_\_) \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**PARTICIPATING REPRESENTATIVES:**

|             |                    |
|-------------|--------------------|
| _____       | _____              |
| <b>Name</b> | <b>Title</b>       |
|             | <b>Email</b> _____ |

|             |                    |
|-------------|--------------------|
| _____       | _____              |
| <b>Name</b> | <b>Title</b>       |
|             | <b>Email</b> _____ |

**(Please mark an X Below)**

\_\_\_\_\_ *Enclosed check or purchase order for \$ 200.00*

\_\_\_\_\_ *Check under separate cover*

\_\_\_\_\_ *Request for electrical outlet*

\_\_\_\_\_ *Unable to attend this year, please consider for next year 2011*

Please make check payable to: Graduate/Professional School Fair  
Bethune-Cookman University (TAX ID # 59-0704726)  
Or

All major credit cards accepted and please contact cashier's office for payment at **(386) 481-2289**

Please Complete and Return on or by **Monday, October 25, 2010** to:

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