

NC WEEK 2A (Elon Week) – Alamance, Caswell, Granville, Orange, Person, Vance, & Wake Counties – September 15 – 19, 2019

CACRAO CODE OF ETHICS

The purpose of an Educational Opportunity Program is to provide a chance for high school students, particularly juniors and seniors, to be exposed to many different educational opportunities and to explore specific interests. The following Code of Ethics is designed to allow for equal opportunity for students to access information and for institutions to present it.

1. It is the responsibility of each college or university to inform any person who represents that institution of the CACRAO Code of Ethics which will be in effect at all CACRAO-sponsored Programs. Each institutional representative must respect the rights of other institutions.
 - One official representative is considered adequate at most Educational Opportunity Programs. If more than one representative is needed, those present must confine all activities to the assigned space.
 - Representatives should arrive in enough time to the fair in order to staff their booth during advertised fair hours and remain for the entire program. A program concludes when the posted end time occurs or if the fair coordinator calls the end to a fair early. CACRAO and/or the college fair host may follow up with the leadership of an institution should a representative be absent without notification. Representatives must notify the host contact or Scheduling Committee member who organized the week should they be unable to attend.
 - Dress to best represent your institution.
 - Representatives should limit use of mobile devices to fair-related purposes. Earbuds should be stored for the duration of the Ed-Op Program.
 - Representatives must check in with the coordinator of the fair in order to locate the table, space, or booth their institution has been assigned.
 - Group presentations are not condoned in arena settings where institutions share common quarters. Such presentations discourage students from exploring all of their options.
 - The use of overly conspicuous exhibits as promotional devices are prohibited, i.e. (videos, large pictorial displays, balloons...) Displays cannot exceed or obstruct the view of adjacent booths and/or prevent the representative from standing behind their table. Floor displays are not permitted. Laptops and iPads are permitted for visual use only; audio is not permitted. Technology such as this must not interfere with other exhibitors.
 - Recruitment is restricted to the parameters of the booth. Standing in front of your table is not permitted; representatives are to remain behind their assigned table during fair hours. Students must approach tables/booths of their own accord. Calling to or directing students to a table is not permitted.
 - Distributed educational information must be limited to printed materials which are accurate and tasteful. Handouts like key chains, balloons, pens, pennants, and food/candy are not acceptable. Promotional giveaways (including raffles and drawings) are strictly prohibited.
 - Applications for admission may be distributed, but are not to be completed at an Educational Opportunity Program. Offering on-site admission is also not permitted.

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- Host sites are not obligated to accommodate representatives who did not receive a specific invitation, did not respond to an invitation, or did not submit a required registration or participation fee by the stated deadlines.
- CACRAO members should display the highest levels of decorum and avoid any unprofessional behavior that would disgrace the CACRAO organization or that would infringe upon the rights of their fellow members. A professional demeanor should always be maintained with both students and colleagues.

2. All program participants must adhere to the Code of Ethics. School counselors are encouraged to limit program invitations to CACRAO members and other accredited degree-granting institutions. In the event that counselors choose to invite other organizations, those participants agree to follow the Code of Ethics.

3. CACRAO member institutions may host Educational Opportunity Programs only with prior approval from either the NC or SC Scheduling Committees. If a program will be held at a member institution's location, the following policies will apply:

- The Host Institution will participate on an equal standing with all other institutions, to include alphabetical order and no special incentives for students.
- Refreshments (if provided) should be for college representatives only.

4. Institutions consistently out of compliance with the attendance policies as outlined in the Ed-Op schedule will be reported to the Chairman of the Ethics Committee of CACRAO by using the complaint form. This includes unprofessional behavior outlined (i.e. not showing up, arriving late and/or not remaining for the entire program).

5. If a fair coordinator or another institution finds a representative not in compliance with the stated ethics, the coordinator has the right to remove the institution from their assigned space and the event altogether; no refund will be given.

6. This code follows the overarching ethics outlines of both AACRAO and NACAC; regardless if an institution is a member of these organizations, representatives are expected to adhere to the expectations of the profession. Additional details can be found below:

<https://www.aacrao.org/who-we-are/mission-vision-values/ethics-practice>

<https://www.nacacnet.org/advocacy--ethics/NACAC-Code-of-Ethics/>

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Week Coordinator

Jan Pine – St. Andrews University (Sun. – Mon.)

pinejm@sa.edu

(704) 221 – 1857

Takeila Hall – CFNC (Tues.)

takeila.hall@cfi.org

Amy Denton – CFNC (Wed. – Thurs.)

amy.denton@cfi.org

(252) 402 – 6157

Suggested Hotel(s)

These are suggested hotels. There are several in the area. Please book the hotel that works best for you and your institution.

Days: Sunday, September 15 – Tuesday, September 17 (Two nights)

Location: Courtyard by Marriott

Address: 3141 Wilson Drive, Burlington, NC 27215

Contact: (336) 585 – 1888

CACRAO Rate: N/A

Location: Hampton Inn & Suites

Address: 2935 Saconn Drive, Burlington, NC 27215

Contact: (336) 584 – 8585

CACRAO Rate: N/A

Location: Country Inn & Suites

Address: 3211 Wilson Drive, Burlington, NC 27215

Contact: (336) 584 – 1115

CACRAO Rate: N/A

Days: Tuesday, September 17 – Thursday, September 19 (Two nights)

Location: Hampton Inn

Address: 385 Ruin Creek Rd, Henderson, NC 27536

Contact: (252) 492 – 3007

CACRAO Rate: \$94/night. Register through [link](#).

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Sunday, September 15th

Fair Time: 2:00 p.m. – 4:30 p.m.

Fair Name: WAKE COUNTY SCHOOLS

Fair Location: NC State University – McKimmon Center

Address: 1101 Gorman Street, Raleigh, NC 27606

Contact: Taylor Holland, NC State University, (919) 515 – 5038 or taylor_holland@ncsu.edu

Note(s): High schools attending: Apex, Apex Friendship, Athens Drive, Broughton, Cary, Crossroads Flex, East Wake, Enloe, Fuquay-Varina, Garner, Green Hope, Heritage, Holly Springs, Knightdale, Leesville Road, Middle Creek, Millbrook, Panther Creek, Rolesville, Sanderson, Southeast Raleigh, Wake Early College of Health Science, Wake Forest, Wake STEM Early College, and Wakefield high schools.

Fee: \$100 for CACRAO members / \$125 for non-members (fee covers both sessions)

Monday, September 16th

Fair Time: 8:30 a.m. – 1:00pm

Fair Name: ALAMANCE COUNTY SCHOOLS

Fair Location: Elon University – Alumni Gym

Address: 104 East Haggard Ave., Elon, NC 27244

Contact: Mackenzie Daniel, Elon University (336) 278 – 7661, mdaniel6@elon.edu

Travel Time: From any suggested hotel about 10 minutes

Note(s): High schools attending: Seniors from Alamance-Burlington Middle College, Cummings High School, Graham High School, Eastern Alamance High School, Southern Alamance High School, Williams High School, Western Alamance High School, Sellars Gunn School, The Burlington School, Alamance Christian School, The Hawbridge School, River Mill Academy are invited.

* Breakfast will be provided as well as bottled water

Fee: \$95 for CACRAO members / \$120 for non-members (fee covers both sessions)

Fair Time: 6:00 p.m. – 7:00 p.m.

Fair Name: ALAMANCE COUNTY SCHOOLS

Fair Location: Elon University – Alumni Gym

Address: 104 East Haggard Ave., Elon, NC 27244

Contact: Mackenzie Daniel, Elon University (336) 278 – 7661, mdaniel6@elon.edu

Travel Time: From any suggested hotel about 10 minutes

Note(s): Same schools in attendance as the morning session. Open to the public.

* Dinner will be provided as well as bottled water beginning at 4:30 p.m.

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Tuesday, September 17th

Fair Time: 9:00 a.m. – 11:00 a.m.

Fair Name & Location: PERSON HIGH SCHOOL & ROXBORO COMMUNITY SCHOOL

Fair Location: Person High School Gym

Address: 1010 Ridge Rd, Roxboro, NC 27573

Contact: Emily Simpson, (336) 599 – 8321 x20021

Travel Time: From any suggested hotel about 1 hour

Note(s): N/A

Fair Time: 1:45 p.m. – 2:45 p.m.

Fair Name: BARTLETT-YANCEY HIGH SCHOOL

Location: Caswell County Civic Center

Address: 536 Main St., Yanceyville, NC 27379

Contact: Jane Sartin, (336) 694 – 4212 x212

Travel Time: 30 minutes from Person HS

Note(s): Program will be held in the gym.

Fair Time: 6:30 p.m. – 8:30 p.m.

Fair Name: CHAPEL HILL FAIR

Fair Location: UNC Chapel Hill – Dean Smith Center

Address: 300 Skipper Bowles Dr., Chapel Hill, NC 27514

Contact: Vernon Hall; vhall@chccs.k12.nc.us

Travel Time: 1 hour from Bartlett-Yancey HS

Note(s): High schools attending: Partnership Academy, Carrboro, Cedar Ridge, Chapel Hill, East Chapel Hill, Orange, and Phoenix Academy high schools.

- Parking in the Williamson, Manning, and Bowles parking lots is \$1/night.
- Visitors may obtain a \$1 temporary one-night pass through the ParkMobile App using zone 4500, ParkMobile phone number (877-727-5301), ParkMobile website, or a designated weeknight pay station.
- For additional details, visit <https://go.unc.edu/weeknight>

* Dinner will be provided.

Fee: \$100 for CACRAO members / \$125 for non-members

Wednesday, September 18th

Fair Time: 8:30 a.m. – 10:30 a.m.

Fair Name: VANCE COUNTY SCHOOLS

Fair Location: Vance-Granville Community College Civic Center

Address: 200 Community College Rd., Henderson, NC 27537

Contact: Amy Denton, CFNC, (252) 402 – 6157 or amy.denton@cfi.org

Travel Time: 5 minutes from Hampton Inn

Note(s): High schools attending: Vance County High School, Vance Early College, JF Webb, Kerr-Vance Academy, Crossroads Christian, Oxford Prep, Vance Charter, AdVance Academy at Western Vance, Henderson Collegiate, Haliwa-Saponi Tribal School, and Vance-Granville Community College.

* Snacks will be served

Fee: \$10 for CACRAO members / \$35 for non-members

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Wednesday, September 18th – Continued

Fair Time: 1:00 p.m. – 2:30 p.m.

Fair Name: GRANVILLE COUNTY SCHOOLS

Fair Location: Granville Central High School Gym

Address: 2043 Sanders Rd., Stem, NC 27581

Contact: Angela Beerman; (919) 528-5530 beerman@gcs.k12.nc.us

Travel Time: 30 minutes from Vance-Granville CC

Note(s): High schools attending: South Granville, Granville Central, and Granville Early College will attend.

Thursday, September 19th

Fair Time: 9:00 a.m. – 11:00 a.m.

Fair Name: FRANKLIN COUNTY SCHOOLS

Fair Location: Louisburg College in the Seby Jones Performing Arts Center, Auditorium Lobby

Address: 501 N. Main Street, Louisburg, NC 27549

Contact: Kim Phelps, Louisburg College, (919) 497 – 3222, kphelps@louisburg.edu

Travel Time: 40 minutes from Hampton Inn

Note(s): High schools attending: Bunn, Franklinton, Louisburg, Franklin County Early College, Louisburg College, and Vance-Granville Community College (Franklin Campus).

* Snacks will be served

Fair Time: 1:00 p.m. – 2:00 p.m.

Fair Name: WARREN COUNTY SCHOOLS

Fair Location: Warren County High School Gym

Address: 149 Campus Drive, Warrenton, NC 27589

Contact: N/A

Travel Time: 45 minutes from Louisburg College

Note(s): High schools attending: Warren County High and Warren New Tech.

* Park in back parking lot, closest to bus parking. Enter through gym door.