

NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico, Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 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.

**NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico, Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 2019**

- 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/>

NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico,  
Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 2019

**Week Coordinator**

**Natalie McCook** – NC State University  
nmmccook@ncsu.edu  
(919) 515-2434

**Suggested Hotel(s)**

**Days:** Sunday, October 20<sup>th</sup> – Tuesday, October 22<sup>nd</sup> (2 Nights)

**Location:** SpringHill Suites – New Bern

**Address:** 300 Hotel Dr., New Bern, NC 28562

**Contact:** (252) 637 – 0017

**CACRAO Rate:** N/A

**Location:** Candlewood Suites – New Bern

**Address:** 3465 Dr. Martin Luther King Jr. Blvd., New Bern, NC 28562

**Contact:** (252) 638 – 8166

**CACRAO Rate:** N/A

**Day:** Tuesday, October 22<sup>nd</sup> (1 night)

**Location:** Home2 Suites by Hilton Jacksonville

**Address:** 139 Circuit Lane, Jacksonville, NC 28546

**Contact:** (910) 355 – 3500

**CACRAO Rate:** N/A

**Location:** Fairfield Inn & Suites Jacksonville

**Address:** 121 Circuit Lane, Jacksonville, NC 28546

**Contact:** (910) 938 – 4499

**CACRAO Rate:** N/A

**Location:** Hampton Inn Morehead City

**Address:** 4035 Arendell St., Morehead City, NC 28557

**Contact:** (252) 240 – 2300

**CACRAO Rate:** N/A

NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico, Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 2019

**Monday, October 21<sup>st</sup>**

**Fair Time: 8:00 a.m. – 9:00 a.m.**

**Fair Name & Location: WEST CRAVEN HIGH SCHOOL**

**Address:** 2600 Streets Ferry Rd., Vanceboro NC 28586

**Contact:** N/A

**Travel Time:** 20 minutes from SpringHill Suites

**Note(s):** Upon entering the campus at the main entrance, by the marquee on the ground, the parking lot in front of the buses is the preferred parking lot to use. The overflow parking lot is the one directly in front of the main entrance of the school.

**Fair Time: 10:00 a.m. – 11:00 a.m.**

**Fair Name & Location: PAMLICO HIGH SCHOOL**

**Address:** 601 Main St., Bayboro, NC 28515

**Contact:** N/A

**Travel Time:** 35 minutes from West Craven HS

**Note(s):** Parking will be located in the faculty lot at the front of the school.

**Fair Time: 1:30 p.m. – 2:30 p.m.**

**Fair Name & Location: NEW BERN HIGH SCHOOL**

**Address:** 4200 Academic Dr., New Bern, NC 28562

**Contact:** N/A

**Travel Time:** 30 minutes from Pamlico HS

**Note(s):** N/A

**Fair Time: 5:00 p.m. – 7:00 p.m.**

**Fair Name: CARTERET COUNTY SCHOOLS**

**Location:** Crystal Coast Civic Center

**Address:** 3505 Arendell St., Morehead City, NC 28557

**Contact:** N/A

**Travel Time:** 55 minutes from New Bern HS

**Note(s):** High schools attending: Bridges School, Croatan, East Carteret, Marine Science & Technology Early College, and West Carteret high schools.

**Tuesday, October 22<sup>nd</sup>**

**Fair Time: 9:00 a.m. – 10:00 a.m.**

**Fair Name & Location: HAVELOCK HIGH SCHOOL**

**Address:** 101 Webb Boulevard, Havelock, NC 28532

**Contact:** N/A

**Travel Time:** 25 minutes from SpringHill Suites

**Note(s):** Parking will be located in the grass between the student parking lot and the lot at the front of the school.

NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico,  
Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 2019

**Tuesday, October 22<sup>nd</sup> – Continued**

**Fair Time: 1:00 p.m. – 2:00 p.m.**

**Fair Name & Location: JONES SENIOR HIGH SCHOOL**

**Address:** 1378 Hwy. 58, S., Trenton, NC 28585 (GPS address: use High School Lane)

**Contact:** N/A

**Travel Time:** 50 minutes from Havelock HS

**Note(s):** Parking will be near the tennis courts.

**Fair Time: 5:30 p.m. – 7:30 p.m.**

**Fair Name: ONSLOW COUNTY SCHOOLS**

**Location:** Northside High School

**Address:** 365 Commons Drive S., Jacksonville, NC 28546

**Contact:** N/A

**Travel Time:** 35 minutes from Jones Senior HS

**Note(s):** High schools attending: Camp Lejeune, Dixon, Jacksonville, Northside, Richlands, Southwest, Swansboro, and White Oak high schools.

**Wednesday, October 23<sup>rd</sup>**

**Fair Time: 8:30 a.m. – 9:30 a.m.**

**Fair Name & Location: TOPSAIL HIGH SCHOOL**

**Address:** 245 N. St. Johns Church Rd., Hampstead, NC 28443

**Contact:** N/A

**Travel Time:** 45 minutes from recommended hotels

**Note(s):** N/A

**Fair Time: 10:30 a.m. – 11:30 a.m.**

**Fair Name & Location: HEIDE TRASK HIGH SCHOOL**

**Address:** 14328 North Carolina Hwy. 210, Rocky Point, NC 28457

**Contact:** N/A

**Travel Time:** 25 minutes from Topsail HS

**Note(s):** N/A

**Fair Time: 1:00 p.m. – 2:00 p.m.**

**Fair Name & Location: PENDER HIGH SCHOOL**

**Address:** 5380 North Carolina Hwy. 53, Burgaw, NC 28425

**Contact:** N/A

**Travel Time:** 25 minutes from Heide Trask HS

**Note(s):** N/A

NC WEEK 7A (Wilmington Week) – Brunswick, Carteret, Craven, Jones, Pamlico, Pender, New Hanover, Onslow, & Duplin Counties – October 21 – 25, 2019

**Thursday, October 24<sup>th</sup>**

**Fair Time: 8:00 a.m. – 9:00 a.m.**

**Fair Name & Location: NORTH BRUNSWICK HIGH SCHOOL**

**Address:** 114 Scorpion Drive NE, Leland, NC 28451

**Contact:** N/A

**Travel Time:** 25 minutes from Hilton Garden Inn

**Note(s):** N/A

**Fair Time: 10:00 a.m. – 11:00 a.m.**

**Fair Name & Location: SOUTH BRUNSWICK HIGH SCHOOL**

**Address:** 280 Cougar Road, Southport, NC 28461

**Contact:** N/A

**Travel Time:** 30 minutes from North Brunswick HS

**Note(s):** N/A

**Fair Time: 1:30 p.m. – 2:30 p.m.**

**Fair Name & Location: WEST BRUNSWICK HIGH SCHOOL**

**Address:** 550 Whiteville, Rd., NW, Shallotte, NC 28470

**Contact:** N/A

**Travel Time:** 35 minutes from South Brunswick HS

**Note(s):** N/A

**Fair Time: 5:30 p.m. – 7:30 p.m.**

**Fair Name: NEW HANOVER COUNTY SCHOOLS**

**Location:** Cape Fear Community College - Windell Daniels Hall (Inside Union Station Conference Center)

**Address:** 502 N. Front St., Wilmington, NC 28401

**Contact:** N/A

**Travel Time:** 15 minutes from Hilton Garden Inn

**Note(s):** High schools attending: Ashley, Cape Fear Academy, Coastal Christian, Hoggard, Issac Bear Early College, Laney, Mary Mosley Performance Learning Center, New Hanover, Wilmington Christian Academy, Wilmington Early College, and Cape Fear Community College.

Wendell Daniels Hall is located on the top floor inside of the Union Station Conference Center.

Recommended parking at one of the surface lots on campus.

**Friday, October 25<sup>th</sup>**

**Fair Time: 9:15 a.m. – 11:45 a.m.**

**Fair Name: DUPLIN COUNTY SCHOOLS**

**Location:** James Kenan High School

**Address:** 1241 NC 24 & 50 Hwy., Warsaw, NC 28398

**Contact:** N/A

**Travel Time:** 1 hour 10 minutes from Hilton Garden Inn

**Note(s):** High schools attending: Duplin Early College, East Duplin, James Kenan, North Duplin, and Wallace-Rose Hill high schools