Code of Ethics & Exhibitor Guidelines for Ed-Op Programs:

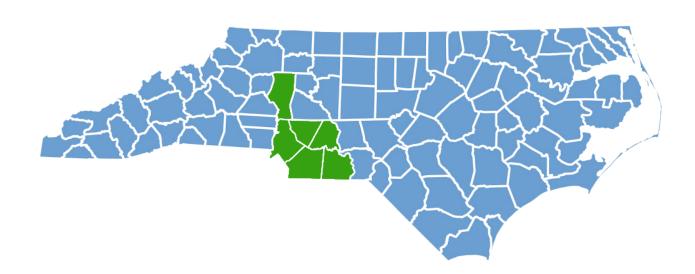
- Arrive early to the fair and staff your booth during fair hours
- Dress to best represent your school
- Check in with the coordinator of the college fair in order to locate the table, space, or booth you have been assigned.
- Stay for the entire program. CACRAO and/or the college fair host may follow up with the leadership of your institution should you be absent without notification. Representatives should notify the host contact or Scheduling Committee member who organized the week should you be unable to attend.
- One official representative is considered adequate. If more than one representative is needed, those present must confine all activities to the assigned space.
- 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.
- Allow students to approach your table of their own accord. Calling to or directing students to your table is not permitted.
- Displays cannot exceed or obstruct the view of adjacent booths and prevent the representative from standing behind their table. Floor displays are not permitted. Objects such as balloons are also not permitted.
- Laptops and iPads are permitted for visual use only, audio is not permitted. Technology such as this should not interfere with other exhibitors.
- Promotional giveaways (including raffles and drawings) are strictly prohibited. Distributed educational information must be limited to printed materials which are accurate, tasteful and pertain to the college or university. Handouts such as key chains, pens, pennants, balloons, balls, plastic bags, food and candy are not permitted.
- Applications for admission may be distributed, but not completed or returned at Ed-Op Programs. Offering on-site admission is also not permitted.
- Be courteous to other exhibitors and fair attendees. 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.
- Cell phones, Bluetooth devices, and iPhones should be turned off and stored for the duration of the Ed-Op Program.
- Assist college fair coordinators by completing all evaluations and return them to the designated official at the conclusion of the fair.
- CACRAO member institutions may host Ed-Op Programs only with prior approval from either the NC or SC Scheduling Committees. In the event that the Scheduling Committee feels it is necessary to hold a program at a member institution, the following policies apply:
 - o The host institution will participate on an equal standing with all other institutions and no special incentives will be offered for students.
 - o Refreshments (if provided) should be for college representatives only.
 - o Hosting institutions 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 participation fee.

Failure to adhere to these guidelines will result in your institution being asked to vacate your assigned space and the Educational Opportunity Fair. Colleges and Universities exhibiting in CACRAO' Fairs are expected to adhere to CACRAO's Principles of Good Practice.

Week Coordinators

Blake Morgan – UNC Charlotte
blake.morgan@uncc.edu
(704)-687-0199
(Contact for all days except for Wednesday, 10/19)

Jennifer Tollison – UNC Charlotte jen.tollison@uncc.edu (704)-687-7295 (Contact for Wednesday, 10/19)



Sunday, October 16th

Fair Time: 2:00 p.m. – 4:00 p.m.

Fair Name: UNION COUNTY PUBLIC SCHOOLS

Fair Location: Central Academy of Technology & Arts (CATA)

Address: 600 Brewer Dr. Monroe, NC 28112

Travel Time: N/A

Note(s): High Schools Attending: CATA, Cuthbertson, Forest Hills, Marvin Ridge, Monroe,

Parkwood, Piedmont, Porter Ridge, South Providence, Sun Valley, Union Academy, Union County

Early College and Weddington.

Fee: \$35 for CACRAO members / \$60 for non-members

Monday, October 17th

Fair Time: 9:00 a.m. - 10:30 a.m.

Fair Name: ANSON COUNTY SCHOOLS
Fair Location: Anson High School, *Gymnasium*

Address: 96 Anson High School Rd., Wadesboro, NC 28170

Travel Time: N/A

Note(s): High Schools Attending: Anson and Anson Early College. Parking Directions: Parking

available in the student lot (3rd entrance past the bus lot).

Fair Time: 1:30 p.m. - 2:30 p.m.

Fair Name: A.L. BROWN HIGH SCHOOL Fair Location: A.L. Brown High School, Cafeteria

Address: 415 Martin Luther King Jr. Ave, Kannapolis, NC 28083 **Travel Time:** 1 hour and 15 minutes from Anson High School

Fair Time: 6:00 p.m. – 8:00 p.m.

Fair Name: CABARRUS COUNTY SCHOOLS

Fair Location: Cabarrus Arena & Events Center, Event Center AB

Address: 4751 NC Highway 49 North, Concord, NC 28025 (Alternate GPA address: 4551 Old

Airport Rd., Concord, NC 28025)

Travel Time: 25 minutes from A.L. Brown High School

Note(s):

High Schools Attending: Cabarrus Early College, Cabarrus Early College of Technology, Central Cabarrus, Concord, Cox Mill, Hickory Ridge, Jay M. Robinson, Mount Pleasant, Northwest Cabarrus and West Cabarrus.

Parking & arrival: Arrive no later than 5:30 p.m. You may park near the front of Event Center AB for unloading; however, please then move your vehicle to the back parking lot.

Other: Food trucks will be available for purchases at 5 p.m. Counselor boxes from each high school will be available to provide materials.

Tuesday, October 18th

Fair Time: 8:30 a.m. – 10:30 a.m.

Fair Name: STANLY COUNTY SCHOOLS Fair Location: Stanly County Commons Address: 1000 N 1st St., Albemarle, NC 28001

Travel Time: N/A

Note(s): High Schools Attending: Albemarle, North Stanly, South Stanly, Stanly Academy, Stanly

Early College, Stanly STEM Early College and West Stanly.

Wednesday, October 19th

Fair Time: 8:30 a.m. – 9:30 a.m.

Fair Name: WEST IREDELL HIGH SCHOOL

Fair Location: West Iredell High School

Address: 213 Warrior Dr., Statesville, NC 28625

Note(s): Parking Directions: At the end of Warrior Drive, take a left towards the tennis courts. Follow the road around the tennis courts to the parking lot behind our main gym. JROTC students will be located in that parking lot to point you towards the side door for our Auxiliary Gym for the fair.

Fair Time: 10:15 a.m. – 11:15 a.m.

Fair Name: STATESVILLE HIGH SCHOOL

Fair Location: Statesville High School

Address: 474 North Center St., Statesville, NC 28677 **Travel Time:** 15 minutes from West Iredell High School

Note(s): Parking Directions: College Reps can park in the NE side of the school on Bingham St off

Center St and enter the building directly to the gym from the side.

Fair Time: 1:30 p.m. - 2:30 p.m.

Fair Name: NORTH IREDELL HIGH SCHOOL

Fair Location: North Iredell High School, *Performing Arts Center (PAC)*

Address: 156 Raider Rd., Olin, NC 28600

Travel Time: 20 minutes from Statesville High School

Note(s): Parking Directions: You may arrive as early as 12:45 p.m. Fair located (2nd entrance from Raider Rd.) in the first building on your right after passing the guard shack. Parking is available in

front of the main building as well as the student lot near the fine arts building.

Fair Time: 6:30 p.m. – 8:00 p.m.

Fair Name: MOORESVILLE CONSOLIDATED
Fair Location: Mooresville High School, *Gymnasium*Address: 659 East Center Ave., Mooresville, NC 28115
Travel Time: 37 minutes from North Iredell High School

Note(s): 1/2 Tables. High Schools Attending: Lake Norman, Lake Norman Charter, Langtree Charter

Academy, Mooresville, Pine Lake Preparatory and South Iredell.

Thursday, October 20

Fair Time: 9:30 a.m. – 12:30 p.m.

Fair Name: CHARLOTTE-MECKLENBURG SCHOOLS

Fair Location: The Park Expo & Conference Center, Independence Hall

Address: 800 Briar Creek Rd, Charlotte, NC 28205

Note(s):

High Schools Attending: Ardrey Kell, Butler, Cato Middle College, Charlotte Engineering Early College, Charlotte Teacher Early College, Charlotte-Mecklenburg Virtual, East Mecklenburg, Garinger, Harding University, Harper Middle College, Hawthorne Academy of Health Sciences, Hopewell, Independence, John Taylor Williams Secondary Montessori, Julius L. Chambers, Levine Middle College, Mallard Creek, Merancas Middle College @ CPCC, Military and Global Leadership Academy, Myers Park, North Mecklenburg, Northwest School of the Arts, Olympic, Performance Learning Center, Phillip O. Berry Academy of Technology, Providence, Rocky River, South Mecklenburg, West Charlotte, West Mecklenburg and William Amos Hough.

Parking Notice: \$10 per vehicle (cash only)

Other: Refreshments not provided. Please plan accordingly.

Fee: \$160 for CACRAO members / \$200 for non-members