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:
  - The host institution will participate on an equal standing with all other institutions and no special incentives will be offered for students.
  - Refreshments (if provided) should be for college representatives only.
  - 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 Coordinator

Dominick White – UNC Charlotte
dominick.white@uncc.edu
(704) 687 – 7277

Suggested Hotel(s)

Days: Sunday, October 14th – Friday, October 19th
Location: Hampton Inn & Suites Concord/Charlotte
Address: 9850 Weddington Rd. Extension, Concord, NC 28027
Contact: N/A
CACRAO Rate: N/A
NC WEEK 6A (Concord Week) – Anson, Cabarrus, Iredell, Stanly, & Union Counties – October 14 – 19, 2018

Sunday, October 14th

Fair Time: 2:00 p.m. – 4:00 p.m.
Fair Name: UNION COUNTY SCHOOLS
Location: Wingate University – McGee Center
Address: 220 N Camden St., Wingate, NC 28174
Contact: N/A
Travel Time: High schools attending: Central Academy of Technology & Arts, Cuthbertson, Forest Hills, Marvin Ridge, Monroe, Parkwood, Piedmont, Porter Ridge, South Providence, Sun Valley, Union County Early College, and Weddington high schools
Note(s): Parking is available in the Stegall Administration Building Parking Lot
Fee: $40 for CACRAO members / $65 for non-members

Monday, October 15th

Fair Time: 9:00 a.m. – 11:00 a.m.
Fair Name & Location: ANSON COUNTY HIGH SCHOOL
Address: 96 Anson High School Rd., Wadesboro, NC 28170
Contact: N/A
Travel Time: 1 hour and 15 minutes from Hampton Inn
Note(s): N/A

Tuesday, October 16th

Fair Time: 8:30 a.m. – 11:00 a.m. & 12:15 p.m. – 2:00 p.m.
Fair Name: STANLY COUNTY SCHOOLS
Location: Stanly County Commons
Address: 1000 N 1st St., Albemarle, NC 28001
Contact: N/A
Travel Time: 1 hour from Hampton Inn
Note(s): High schools attending: Albemarle, North Stanly, South Stanly, Stanly Academy, Stanly Early College, and West Stanly high schools.

Wednesday, October 17th

Fair Time: 9:30 a.m. – 10:30 a.m.
Fair Name & Location: PINE LAKE PREPARATORY
Address: 1639 Mecklenburg Hwy, Mooresville, NC 28115
Contact: N/A
Travel Time: 35 minutes from Hampton Inn
Note(s): N/A
NC WEEK 6A (Concord Week) – Anson, Cabarrus, Iredell, Stanly, & Union Counties – October 14 – 19, 2018

**Wednesday, October 17**th – Continued

Fair Time: 2:00 p.m. – 3:00 p.m.
Fair Name & Location: A. L. BROWN HIGH SCHOOL
Address: 415 East First St., Kannapolis, NC 28083
Contact: N/A
Travel Time: 25 minutes from Pine Lake Preparatory
Note(s): N/A.

Fair Time: 6:00 p.m. – 8:00 p.m.
Fair Name: CABARRUS COUNTY SCHOOLS
Location: Cabarrus Arena & Events Center
Address: 4751 US Hwy. 49 North, Concord, NC 28025 (Alternate GPA address – 4551 Old Airport Rd., Concord, NC 28025)
Contact: N/A
Travel Time: 25 minutes from A. L. Brown HS
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, and Northwest Cabarrus high schools.

**Thursday, October 18**th

Fair Time: 8:30 a.m. – 9:30 a.m.
Fair Name & Location: MOORESVILLE HIGH SCHOOL
Address: 160 South Magnolia St., Mooresville, NC 28115 (Use this address instead of the HS address)
Contact: N/A
Travel Time: 35 minutes from Hampton Inn
Note(s): N/A

Fair Time: 10:15 a.m. – 11:15 a.m.
Fair Name & Location: LAKE NORMAN HIGH SCHOOL
Address: 186 Doolie Rd., Mooresville, NC 28177
Contact: N/A
Travel Time: 20 minutes from Mooresville HS
Note(s): N/A

Fair Time: 2:00 p.m. – 3:00 p.m.
Fair Name & Location: SOUTH IREDELL HIGH SCHOOL
Address: 299 Old Mountain Rd., Statesville, NC 28677
Contact: N/A
Travel Time: 35 minutes from Lake Norman HS
Note(s): N/A
Friday, October 19th

Fair Time: 8:30 a.m. – 9:30 a.m.
Fair Name & Location: WEST IREDELL HIGH SCHOOL
Address: 213 Warrior Drive, Statesville, NC 28625
Contact: N/A
Travel Time: 1 hour 15 minutes from Hampton Inn
Note(s): N/A

Fair Time: 10:15 a.m. – 11:15 a.m.
Fair Name & Location: STATESVILLE HIGH SCHOOL
Address: 474 North Center St., Statesville, NC 28677
Contact: N/A
Travel Time: 10 minutes from West Iredell HS
Note(s): N/A

Fair Time: 1:30 p.m. – 2:30 p.m.
Fair Name & Location: NORTH IREDELL HIGH SCHOOL
Address: 156 Raider Rd., Olin, NC 28660
Contact: N/A
Travel Time: 20 minutes from West Iredell HS
Note(s): N/A