

April 2010

Dear Colleague:

Hello! Well, it's that time again; time to start planning for the fall travel season. I am looking forward to working with you for hopefully another great year.

Enclosed you will find a **2010 DACAC – ND Council Membership Contract/Invoice and Career/College Fair Schedule** for the year. If the institution/organization you represent will be participating in any of the fairs held this fall you must:

1. Indicate (X) on the **career/college fair schedule** the fairs (events) at which your institution/organization will be represented.
2. Complete and return the **membership contract** for 2010 and a copy of the career/college fair schedule before **June 18, 2010**.
3. Complete and return a copy of the **DACAC – ND Council membership contract invoice** for 2009 with your check, before **August 1, 2010**.

Remember, **June 18, 2010** is the deadline for returning your 2010 membership contract and career/college fair schedule. **August 1, 2010** is the deadline for returning your 2010 membership invoice and payment of membership fees. Failure to provide all information requested on a timely basis may jeopardize your agency's participation in career/college fairs in 2010.

The DACAC-ND council reviewed the membership fees this past year and made changes. Please review your contract for updated fee information.

A \$50 late fee will be assessed to members whose dues are not paid by August 1. If payment is not received by August 15<sup>th</sup>, membership will not be granted nor will institutions be allowed to participate in the college/career fair circuit for that year. In addition, if you register and are unable to attend there will be no refunds given after August 1.

Items to return by deadline dates listed above --- include: **DACAC – ND Council membership contract, DACAC – ND Council membership invoice and DACAC – ND Council career/college fair schedule**. Please make a copy of each item for your records.

Sincerely,

Karen Reilly– DACAC – ND Council Ex. Director  
P.O. Box 781  
Wahpeton, ND 58074  
Karen.Reilly@ndscs.edu

\*Please list the names of all of the representatives from your institution/organization (who will attend 2010 career/college fairs) on the contract. Registrant, by signing the enclosed membership contract, agrees to abide by the Constitution, Code of Ethics, and rules and regulations of the Association. **Failure to comply with the membership contract terms and provisions may result in sanctions** being applied against the registrant, including suspension of membership in the DACAC – ND Council.

Dakota Association of College Admissions Counselors has set the fall college fair schedule. This past February, DACAC did a pilot in Minot called Futurepalooza. Futurepalooza featured career and college focused sessions. Students heard presentations about business, industry, college finances and college specific information. Over 450 students attended the one day event. The response from students and counselors was overwhelming positive!

DACAC has decided to migrate to this format with the hopes of having the same type of response as the pilot. Starting this fall, several site fair locations will migrate to the new format. This means there will be larger fairs offering more information to students regarding college educational/career opportunities. Some locations will continue with the same format as in the past. It will be several year process to migrate many (not all) of the college fairs (not all) to this new format.

As we migrate to the new format and keep fairs in the old familiar format, it also means, DACAC will not host some fairs.

The formats for this year will be Futurepalooza and standard college fair:

Futurepalooza: Includes concurrent career sessions (depending on site could be 4 or more sessions at a time depending on location) and colleges/educational opportunities are available before, during and after career sessions. Students in grades 9-12 are encouraged to attend. General time frame for event 9am-2pm.

Standard college fair: Colleges/educational opportunities are available for students to visit them at their table. All grades of students are welcome. Generally, the timeframe is 1-2 hours.

Those sites migrating this year to Futurepalooza: Minot, Williston and Mayville.

Sites with no changes this year: Dickinson, Wahpeton, Fargo Moorhead, Bismarck, Mandan, Jamestown, Devils Lake, Valley City, Bottineau, Wishek and Grafton.

Fairs we are hoping to join the Futurepalooza events in there area: Hettinger, Stanley, Harvey and Beulah.

Thank you for your cooperation and attention. We greatly appreciate it.

DACAC-ND COUNCIL

## 2010 CAREER/COLLEGE FAIR SCHEDULE

Registrant, by indicating the fairs you plan to attend and by signing the enclosed membership contract, agrees to abide by the DACAC-ND Council Constitution, Code of Ethics, and rules and regulations of the Association. Failure to so comply with the membership contract terms and provisions may result in sanctions being applied against the registrant, including suspension of membership in the DACAC – ND Council.

Please mark (X) the fairs at which your agency will be represented.

CITY	LOCATION	DATES		HOURS	WILL ATTEND
Williston	WSC Gym	Mon	09/13	Futurepalooza	_____
Dickinson	DSU Wienbergen Gym	Tues	09/14	*9-11:00am *	_____
Bismarck	Century High School	Wed	09/15	9-11:00am	_____
Mandan	High School	Wed	09/15	1-3:00pm	_____
Minot	MSU Dome	Thu	09/16	Futurepalooza	_____
Wahpeton	NDSCS Activities Center	Mon	09/20	9-10:30am	_____
Fargo/Moorhead	Urban Plain Center	Mon	09/20	6-8:00pm	_____
Fargo/Moorhead	Urban Plain Center	Tues	09/21	9-11:20am	_____
Valley City	VCSU Field house	Tue	09/21	1:30 - 2:30pm	_____
Jamestown	High School	Wed	09/22	9:15 -10:30am	_____
Wishek	Armory	Wed	09/22	1:30 - 2:30pm	_____
Bottineau	DSC-Bottineau Thatcher Hall	Mon	09/27	1-2:30pm	_____
Devils Lake	LRSC	Tue	09/28	1-2:30pm	_____
Mayville	MSU Field house	Wed	09/29	Futurepalooza	_____
Grafton	High School	Thu	09/30	9-10:30pm	_____

Total fairs marked (or ALL) \_\_\_\_\_

Please list your institution/organization here: \_\_\_\_\_

\* Indicates Mountain Time

**Completed Schedule must be returned to DACAC-ND Council by June 18, 2010**

**Please note: Please review the information you receive prior to the college fairs from each site location. Information sent out by the site coordinators at each location will contain the most up to date and accurate information.**

**2010 Membership Contract Invoice  
Out-Of-State**

TO: NORTH DAKOTA CAREER/COLLEGE FAIR PARTICIPANTS

       **FULL MEMBERSHIP**

Out-Of-State            **\$600.00**

\*Non-Voting Membership

\*Full membership will entitle you to attend **one** or **all** North Dakota College Fairs.

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**Name of Participant**

**Note:** Please send payment to DACAC – ND Council at your earliest convenience, **but not later than August 1, 2010**. Make check payable to: **DACAC – ND Council**. RETURN this contract invoice with your check to: **DACAC – ND Council, P.O. BOX 781, Wahpeton, ND 58074**. Please retain a copy for your records.

**2010 MEMBERSHIP CONTRACT & CAREER/COLLEGE FAIR SCHEDULE**

**DEADLINE: June 18, 2010**

**2010 MEMBERSHIP CONTRACT INVOICE w/PAYMENT**

**DEADLINE: AUGUST 1, 2010**

-A \$50 late fee will be assessed to members whose dues are not paid by August 1. If payment is not received by August 15<sup>th</sup>, membership will not be granted nor will institutions be allowed to participate in the college/career fair circuit for that year.

-There will be no refunds given after August 1.

## 2010 Membership Contract

Registrant, by signing this contract, agrees to abide by the DACAC – ND Council Constitution, Code of Ethics, and all rules and regulations of the Association. The term “Registrant” includes all officers, directors, employees or other agents of the Registrant.

In addition, registrant acknowledges and agrees to the following:

1. Membership in the Association does not guarantee that registrant can participate in all DACAC – ND Council Career/College Fairs.
2. Registrant agrees to indemnify, protect, save and keep DACAC – ND Council and any hosting site forever harmless from any and all claims, liability, injury or damage imposed, claimed, or adjudged for actions of registrant’s employees or agents, including actions for violation of any law or ordinance, whether occasioned by the intentional actions or negligence of the registrant and its employees and agents.
3. Registrant has complied with all relevant licensing laws of the State of North Dakota and of registrant’s state of incorporation, origin, or domicile.
4. Registrant will notify DACAC – ND Council, at the time of application or subsequently, if it is under any suspension or probation of licensing or other accreditation or has any license or accreditation revoked.
5. Registrant will strictly comply with the applicable terms and conditions of this Agreement. Failure to so comply with the above terms and provisions may result in sanctions being applied against the registrant, including suspension of membership in the DACAC – ND Council.
6. A \$50 late fee will be assessed to members whose dues are not paid by August 1. If payment is not received by August 15<sup>th</sup>, membership will not be granted nor will institutions be allowed to participate in the college/career fair circuit for that year.
7. There will be no refunds given after August 1.

You must complete all items below. If more space is needed, additional representative information can be attached to this contract.

**PRINTED NAME(S) of REPRESENTATIVE(S)**

- 1) \_\_\_\_\_  
email \_\_\_\_\_
- 2) \_\_\_\_\_  
email \_\_\_\_\_
- 3) \_\_\_\_\_  
email \_\_\_\_\_
- 4) \_\_\_\_\_  
email \_\_\_\_\_
- 5) \_\_\_\_\_  
email \_\_\_\_\_
- 6) \_\_\_\_\_  
email \_\_\_\_\_

<b>Authorized Signature</b>		<b>Title</b>
<b>Institution</b>		
<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Phone</b>		
<b>Email Address</b>		
<b>Date</b>		

**Return this Contract and one copy of the DACAC – ND Council Career/College Fair Schedule to DACAC – ND Council, P.O. BOX 781, Wahpeton, ND 58074. Please retain a copy for your records.**

**MEMBERSHIP CONTRACT & CAREER/COLLEGE FAIR SCHEDULE DEADLINE: June 18, 2010**  
**MEMBERSHIP CONTRACT INVOICE PAYMENT DEADLINE: August 1, 2010**

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**DO NOT WRITE IN THIS SPACE**

Date Contract Received \_\_\_\_\_

Date Payment Received \_\_\_\_\_

Amount Paid \_\_\_\_\_