

Illinois School of Architecture
THE UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN
CAREER XPO 2025 EMPLOYER INFORMATION

Hilton Garden Inn
Temple Buell Hall

February 13 — CAREER XPO 2025
February 14 — PROFESSIONAL INTERVIEW HALF-DAY

We recommend that you read the following information carefully, print copies for your own use and the use of your recruiters who will be attending the fair, and provide the website address of the School of Architecture Career XPO to those recruiters for their reference: <https://arch.illinois.edu/culture/career-services-and-xpo/>

IMPORTANT DATES

January 13	Last day for firms to register with "Early-bird Pricing"
January 14	Last day to cancel registration with refund.
January 14	Last day to reserve hotel room at the block-room rate.
January 24	Last day to submit information for our Employer Guide
February 10-12	Any shipments must arrive at the Hilton Garden Inn during this period
February 13	Career XPO 2025
February 14	Professional Interview Half-day

SCHEDULE

<u>Thursday, February 13</u>	Day 1 -- CAREER XPO 2025
8:00 am	Recruiter check-in and set-up Continental Breakfast is available for all registered recruiters currently
9:00 am	CAREER XPO 2025 Opens
12:00 pm - 1:00 pm	Lunch/Social for all recruiters, faculty, and students
1:00 pm - 3:00 pm	CAREER XPO 2025 Resumes
3:00 - 3:15 pm	CAREER XPO 2025 clean-up
3:15 pm - 5:00 pm	Professional Interviews
<u>Friday, February 14</u>	Day 2 -- Half-day Professional Interviews
8:00 am	Continental Breakfast is available for all registered recruiters currently
9:00 am	Professional Interviews begin at Temple Buell Hall
12:00 pm	Professional Interviews end. Thank you for coming!

EXHIBIT SPACE INFORMATION

- Your firm will have a 6' x 3' table available for your display. We will make every attempt to honor your pin-up and electrical requests.
- If you plan to bring a larger display than this space allows, please let us know.
- Pin-up is limited so you may want to consider bringing alternatives such as tripods.
- On Thursday, employers' interview students from 3:15 PM – 5 PM in individual interview spaces.
- On Friday, the Half-day Professional Interview will be at Temple Buell Hall from 9 AM – 12 PM.
- You should NOT leave valuables unattended at your booth or in the building.

EQUIPMENT PROVIDED

- Each company receives the following: One 6/x3' table and 2 chairs per table, plus an electrical outlet at each table.
- Wireless internet is provided through the Hilton Garden Inn.

CANCELLATIONS

- Please be aware that the latest possible date to notify us of a cancellation and receive a full refund is January 14, 2024. If we are notified after this date, payment will not be refunded.

HOTEL INFORMATION

Hilton Garden Inn

1501 South Neil Street
Champaign, IL 61820
(855) 618-4697 1900

[This block booking link](#) will take you to a log in page, where you enter your block information to access your special rate:

****A proliferation of activities in Urbana-Champaign is producing a high demand for hotel rooms. You are encouraged to book your room(s) early. ****

TRAVEL INFORMATION

FLYING

The local airport is Willard Airport (CMI). It is approximately a 10–15-minute drive to the Hilton Garden Inn. Shuttle service is available from most hotels. Please phone the hotel directly ahead of time to reserve your seat.

DRIVING

Driving directions can be found at: <https://parking.web.illinois.edu/maps/directions-campus>. A map and legend of the Illinois campus may also be found at that site.

PARKING

Parking is available at the Hilton Garden Inn. The Illinois School of Architecture and Career XPO are not responsible for tickets or towed vehicles.

SHIPPING GUIDELINES

In the event you choose to ship your display materials, please use the following address. We ask you please arrange for shipping to arrive no earlier than Monday, February 12, 2023.

Please clearly mark, in **bold red**, all items with your company name, the dates(s) you will be attending, and 'CAREER XPO 2025.' All items should be addressed as follows:

Illinois School of Architecture
Career XPO 2025
<Your Firm Name>
<Date(s) you are attending>
Hilton Garden Inn
1501 South Neil Street
Champaign, IL 61820
(855) 618-4697 1900

(For multiple shipped pieces, number them appropriately, i.e. *FIRM NAME*, 1 OF 3; 2 OF 3, and so on)

All inquiries regarding shipments should be made through your carrier service. The Hilton Garden Inn cannot verify shipments.

For return shipments: please pack all items securely and label clearly with the carrier's shipping bill. Be sure to include your company's account number and attach your prepaid return shipping form.