



GUIDELINES FOR COLLEGE REPS BEFORE AND DURING COLLEGE FAIRS

Before the Fair

- Familiarize yourself with the [GPACAC College Fair Policies](#).
- Download [StriveScan](#) and work with your institution to purchase college fair credits.
- Use your fair credit to unlock the college fair prior to your arrival.
- Plan to arrive at the college fair location early enough to find your table and set up materials.
- Parking and check-in directions will be emailed to you the week prior to each event. Park in the designated area.
- College representatives are expected to attend all fairs that they are registered for. Institutions that are no longer able to attend a scheduled fair must provide written notice to GPACAC College Fair Chair or regional week coordinator at least **24 hours** in advance.

During the Fair

- Representatives are expected to adhere to all [GPACAC College Fair Policies](#).
- Plan to stay for the duration of the college fair. Early departure is not permitted.
- Minimize the use of cell phones and laptops for personal usage while at college fairs.
- College representatives are expected to adhere to a professional code of conduct when interacting with students, families, site hosts, and other admissions staff.
- College Fair Site Hosts have the authority to enforce GPACACA policies during their event.

After the Fair

- GPACAC will send a survey out at the conclusion of the college fair circuit. Share your feedback on the fairs that you attended!
- If you have concerns or questions, reach out to the GPACAC College Fair Chair: collegefairs@gpacac.net
- [Stay connected](#) with GPACAC by joining a committee, volunteering at an event, and engaging in learning and networking opportunities!