



COLLEGE FAIR POLICY

Our college fairs are for two and four-year colleges and universities, or other educational institutions and nonprofit organizations that assist students with the transition from high school to college. See below for further explanations regarding eligibility to participate as an exhibitor in the OK FCFC and Spring Signature Events. All participants must agree to follow the below rules and policies at all GPACAC fairs.

- Institutions may have up to **two representatives** occupying each allotted space.
 - If space is available two weeks prior to the first date of our Signature Fairs/Fair Circuit, an institution may purchase an additional registration to have an **additional two representatives** occupying the second allotted space.
 - Trained alumni representatives **and/or student ambassadors** may represent an institution, provided they adhere to the rules listed.
- 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.
 - Institutions that fail to provide notice may be subject to review for future fair participation.
- Representatives are expected to be on time and stay until the program has been completed. Any representatives who will be arriving late or leaving early must communicate this with the GPACAC College Fair Chair or regional week coordinator prior to the start of the fair.
 - Institutions that fail to provide notice may be subject to review for future fair participation.
- Institutions will not distribute toys, shopping bags, calendars, posters, candy, or other promotional large items.
- Institutions will only hand out materials containing factual information.
- Institutions will not conduct physical or academic exams.
- Institutions will not use visual-aid or audio equipment that will block other tables or obstruct aisles or interfere with oral communication.
- Institutional displays will not exceed 18 inches in height and 40 inches in width.
- Institutional representatives will **remain behind each table** when visiting with students and families.
- Institutions will not conduct transactions involving the exchange of monies, nor will it conduct drawings, lotteries, or contests of any kind.
- Representatives of each institution will not engage in any behavior that is offensive or disruptive to another institution's representative(s).

- Trained alumni representatives may represent an institution, provided they adhere to the rules listed above.

Additional college fair policies unique to our two different fair sequences include:

GPACAC Signature Fairs - Spring Semester

GPACAC typically hosts in-person fairs in the spring in Overland Park, Wichita, Tulsa, and Oklahoma City as part of their Signature Fairs. GPACAC's Signature Fairs are available for registration separate from the Oklahoma Fall College Fair Circuit.

- **GPACAC invites any Title IV eligible and accredited college, university, or other non-profit postsecondary institution offering undergraduate curricular study leading to a diploma, degree, or certificate to participate in the GPACAC Signature Fairs.** (*For-profit institutions, institutions without regional accreditation, and military representatives will not be allowed to register for these fairs*).
- **One registration per institution will be accepted until two weeks prior to the event date.** Two weeks before the first Signature Fair, additional departments from institutions already represented may be able to register as space allows.

Oklahoma Fall College Fair Circuit (OK FCFC)

The Oklahoma Fall College Fair Circuit (OK FCFC) is composed of regional college fairs hosted in the state of Oklahoma and are offered as a part of a purchased, formal fair calendar. The following categories provide explanations regarding eligibility to participate as an exhibitor in the OK FCFC.

- **Tribal partnerships**
 - Tribal organizations are eligible to join GPACAC as a CBO member. These organizations are then eligible to register for college fairs with the member rate if they join GPACAC as an institutional CBO member. However, if they choose to not join GPACAC as a CBO, they may register for college fairs with the non-member rate.
- **For-profit institutions**
 - For-profit institutions are not eligible to join GPACAC as a member. These institutions are eligible to register for Oklahoma College Fair Circuit college fairs at the non-member rate.
- **Institutions without regional accreditation**
 - Institutions without regional accreditation are not eligible to join GPACAC as a member and they are not eligible to register for these GPACAC college fairs.
- **Military representatives**
 - Military representatives are not eligible for GPACAC membership, but ARE eligible to register for Oklahoma College Fair Circuit college fairs at the non-member rate.

GPACAC reserves the right to refuse the registration of any institution or organization. Independent counselors and/or educational consultants are not eligible. Any outside vendor such as non-profit, business, or otherwise must demonstrate a commitment to the academic advancement of students who are in attendance of the event. Requests will be reviewed by a committee.