

A weekend that will change Your Life

If you are studying
Science
Technology
Engineering, or
Mathematics,

then save February 19-21, 2010 to attend the



BEYA STEM GLOBAL COMPETITIVENESS CONFERENCE

A multicultural event for men and women in the science,
technology, engineering, and mathematics fields.

☛ BEYA CAREER FAIR

Meet face-to-face with Fortune 500 companies and government employers to talk about internships and full-time jobs.

☛ NETWORKING OPPORTUNITIES

Meet and share information with your peers and with top decision-makers who can help your career.

☛ SEMINARS AND WORKSHOPS

Get up-to-date information on the most current in-demand skills and workforce trends.

☛ MENTORS MATCHING

Connect with award-winning executives and learn about taking the next steps towards a rewarding career.

FREE

CONFERENCE
REGISTRATION, LODGING,
MEALS, AND TRANSPORTATION
FOR ELIGIBLE STUDENTS.

Limited registrations available.

Now recruiting campus coordinators to
lead students groups to the conference!
Email or call for additional details.

For more information, please email campus_university-events@ccgmag.com or call (410) 244-7101 ext. 3, or visit www.beya.org



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Career Communications Group Inc. | 729 E. Pratt Street | 5th Floor | Baltimore, MD 21202
Phone 410/244-7101 | Fax: 410/752-1834 | www.ccgmag.com

Celebrating diversity. Committed to e-quality.

Career Communications Group, Inc. Development Institute for Emerging Leaders (DIEL)

Campus Coordinator Information and Guidelines

On Campus Student Recruitment

Begin by identifying the students that may be interested in attending the conference. While juniors and seniors are the obvious group, bear in mind that freshmen and sophomores students also stand to gain invaluable insight into the workings of corporate America and about building a career by attending the conference.

Once you have identified the students, set-up a time and place for a meeting and distribute information about the conference. It would be helpful to post meeting information in key areas on campus that are readily accessible to students.

Conducting an On-Campus Meeting

The overall goal of the meeting is to discuss the purpose of CCG's DIEL Program and what you expect each student to gain by attending the conference.

Key Talking Points

1. **CCG Development Institute for Emerging Leaders (DIEL)** is a comprehensive student leadership and professional development program designed to give students a competitive edge when they enter today's global workforce.

The program is offered exclusively at CCG Conferences.

Program Benefits

- Opportunity to learn the fundamentals of career management
- Gain insights into the "hidden" job market
- Exposure to corporate recruiters & hiring managers
- Access to online information, on-campus instruction

Students can connect with executive coaches from a talent pool of:

- BEYA STEM Global Competitiveness Conference Awardees

The conference producers have underwritten a significant portion of the program in order to make it affordable for students.

2. Go over the conference information and a deadline dates.
3. The meeting **must** include a discussion about the registration fees. Fees are based on the geographic proximity of colleges and universities to the conference site. In cases where fees are prohibitive for deserving and committed students, your school may elect to assist with making up the difference.
4. Stress the importance of students posting their resumes via the online database system at: <http://careercenter.ccgmedia.com/>

Student Registration

1. Please visit conference web site for more information.
BEYA STEM Global Competitiveness Conference: www.beya.org
2. Collect student deposits or full payments and forward to the conference headquarters. Payment by credit card or school purchase order is best at time of registration.
3. Please make every effort to adhere to the student registration deadline date as listed below in order to secure your groups' space at the conference.

Conference Name

Student Registration Deadline Dates

BEYA STEM Global Competitiveness Conference

February 1, 2010

Transportation

1. After your first meeting with the potential student attendees, you will get a sense of how the group will travel to the conference.
2. **We require that you provide a copy of mode of transportation if your university is in zone 4. The required documentation should be faxed to Kayenecha Daugherty, Outreach & University Events Manager at (410) 752-1837.**
3. Motor coaches with passenger capacity of 47 or 55 will be arranged for your group. For maximum efficiency, we require that groups consist of a minimum of 40 students. Should your group size fall below the minimum required, we will attempt to fill the gap with students from another campus either nearby or on the trip's route to the conference.
4. Travel arrangements will be scheduled to ensure that your group arrives at the conference hotel by 12:00 p.m. Students providing their own transportation must also plan to arrive by 12:00 p.m. Parking is available at the student hotel the parking fee is the responsibility of the student(s).
5. You **must** notify conference management by the specified dates below so that timely and cost effective travel arrangements can be made.

Travel Notification - Deadline Dates

Conference Name

BEYA STEM Global Competitiveness Conference

Air Travel

Jan. 19, 2010

Bus Travel

Jan. 26, 2010

Hotel Accommodations

All reservations **must** be made through conference management. Students should **not** contact the hotel directly. The campus coordinator package contains a hotel rooming list. Rooming list must be completed and returned to Kayenecha Daugherty via fax (410) 752-1837 or emailed kdaugherty@ccgmaq.com by the date listed below

Conference Name

BEYA STEM Global Competitiveness Conference

Conference Student Rooming List Due Date

February 3, 2010

Cancellation Policy

In order to receive a refund, cancellations must be requested in writing and postmarked at least seven (7) days prior to the conference. A \$25.00 processing fee per registration will be deducted to cover administrative costs. Conference management will make every effort to process refunds within 6 weeks after the conference.

Registration Packet Distribution

Registration packets consisting of event tickets, student itineraries, and conference information will be distributed to the Campus Coordinators.

Students registering on-site can pickup their registration materials at the Baltimore Convention Center during on-site registration hours. Student identification will be required.

CAMPUS COORDINATOR AGREEMENT

First Name		Last Name	
Title			Year in School(students Only)
Organization		E-Mail	
Street Address			
City		State	Zip
Phone	Fax	Cellular	

Your Job:

- **Coordinate the attendance of students to CCG Conference(s).
- **Distribute promotional material provided by the conference headquarters to potential students.
- **Conduct meetings with potential students to discuss the event and the benefits to the student's professional development.
- **Request a visit from a conference representative to assist with or make the student presentation if necessary.
- **Direct students to pay on registration web site or collect student deposits or full payment and forward to the conference headquarters.
- **Work with the Conference's Outreach & University Events Manager to facilitate travel and hotel arrangements.
- **Serve as on-site contact person for students and program management while at the conference.
- **Coordinate the distribution of information and materials to students attending the conference.
- **Encourage and monitor student participation in scheduled conference activities.

Your Reward:

- **Complimentary registration to the conference.
- **Single occupancy room at assigned student hotel.
- **Complimentary round-trip transportation with your student group.
- **Recognition at the Student Orientation.
- **\$100 stipend for all student coordinators bringing a minimum of 40 students.

Note: In order to receive compensation student must be enrolled at the participating school. This does not apply to faculty or staff coordinators.

Yes, I agree to serve as Campus Coordinator for the following conferences:

_____ BEYA STEM Global Competitiveness Conference, February 19 - 21, 2010 - Baltimore, MD

My target goal of students attending is _____.

I have read the information contained in this document and accept the responsibilities and duties outlined. I find the compensation acceptable. I also understand that if I am unable to perform my duties to an acceptable level of success that I may not be entitled to some portions of the compensation. Please provide contact number for on-site emergency: _____

Your Name _____ Faculty Advisor Name _____

Signed _____ Date _____

**Note: This form MUST be on file at our office in order to receive the campus coordinator benefits.
Please fax to 410-752-1837**



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 Baltimore, MD 21202
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BEYA STEM Global Competitiveness Conference Student Registration Packages February 19-21, 2010 Baltimore, MD

Student Zone Designations & Registration Packages

Local A	Local B	Zone 1	Zone 2	Zone 3	Zone 4
< 60 Miles from Baltimore	Up to 130 Miles from Baltimore	131-195 Miles from Baltimore	196-325 Miles from Baltimore	326-585 Miles from Baltimore	More 586 Miles from Baltimore
Registration Includes: No Transportation No Hotel Accommodations Student Workshops and Seminars Student Luncheon Awards Ceremony Ticket Networking Receptions Career Fair Admission	Registration Includes: Bus Transportation* Hotel Accommodations Student Orientation & Reception Student Workshops & Seminars Awards Ceremony Ticket Networking Receptions Career Fair Admission Student Luncheon	Registration Includes: Student arranges own transportation to/from conference Two (2) Nights Hotel Accommodations (Fri. & Sat.) ** Student Orientation and Reception Student Workshops and Seminars Awards Ceremony Ticket Networking Receptions Career Fair Admission Student Luncheon			

Student Registration Package Costs

Zone	Mode of Travel	No Room	Single	Double	Quad
Local A Sat. Only \$50	N/A	N/A	N/A	N/A	N/A
Local B – Fri & Sat.	Bus	N/A	\$360	\$140	\$100
Zone 1	Bus	N/A	\$285	\$165	\$125
Zone 2	Bus	N/A	\$335	\$215	\$175
Zone 3	Bus	N/A	\$360	\$240	\$200
Zone 4	Open	N/A	\$160**	\$40**	N/A

**Round-trip charter bus transportation provided from colleges/universities with groups of 40 or more. Groups under 40 will be scheduled to ride with other groups traveling from the same area. Groups in Zone 4 will receive free hotel and registration when providing own transportation.*

*** Free hotel for Zone 4 includes a quad occupancy room. Prices are for upgrades.*

