KEY CONTACTS:
If you have general questions about your Undergraduate Internship Fair registration, contact:
Emily Norris, Career Advisor, e.norris@northeastern.edu or 617-373-4272

If you have general questions about Same-Day Interviews related to the Internship Fair, contact:
Charlotte Nelson, Employer Relations Coordinator; c.nelson@northeastern.edu or 617-373-2434

DATE & TIME:
Career Fair: Wednesday, February 15 | 10:00 a.m.-1:00 p.m. | Curry Student Center Ballroom
Networking lunch with students: Wednesday, February 15 | 1:30 p.m. – 2:30 p.m. | Stearns Center
Optional Same-Day Interviews Wednesday, February 15 | 2:30p.m.-5:00p.m. | Stearns Center

PARKING – PLEASE READ NEW POLICY
There will be NO ON CAMPUS PARKING for this career fair due to increased campus construction. We strongly encourage the use of PUBLIC, TAXI, & RIDE-SHARE TRANSPORTATION SERVICES. If you plan to drive to the event, there are a few parking garages near Northeastern (Renaissance Garage, Gainsborough Garage, Museum of Fine Arts Garage, Westland Garage, & Christian Science Garage) that you will have to pay to utilize. We apologize for any inconvenience this might cause.

DIRECTIONS TO CAMPUS
Get directions to campus here. The fair will be held in the Curry Student Center Ballroom (building 50 on our campus map).
Public Transportation:
Orange line: Utilize the Ruggles T stop.
Green line: Utilize the Northeastern T Stop.

REGISTRATION and POLICIES:
Pre-registration for the Internship Fair and Same-Day Interviews is required. If you have specific questions about your registration status, please email Emily Norris at e.norris@northeastern.edu

Registration deadline is extended to February 8th and Registration includes:
- Admission for 2 representatives
- One 6’ table, electrical connection, and lunch

HOW TO POST JOBS PRIOR TO THE FAIR:
We recommend posting your available internship openings online 2-4 weeks prior to the fair to allow adequate time for students to view and apply to your openings. Please note that when posting an internship, you can specify your preferred class level for your position within the posting, (i.e. freshman, sophomore). The best way for you to post jobs is through NUcareers.

To post jobs, go to NUcareers. If you don’t know your password, you can reset it here.
- Click the “Post a New Job” link.
- When the “Post a New Job” window appears, click “Career Development Job Postings”
- Enter the information about the job you’re posting, then click “Submit Posting for Approval”