

General Information:

Cornell Career Services will be providing 2 buses which can hold ~ 90 students. Seats will be filled on a first come, first served basis. A cash payment is due at the time of sign-up. The buses will leave Cornell beginning at 5:45 am and will leave NYC at 3:00 pm sharp (We will not wait for you if you are not there at the time the bus departs). We should return to campus around 8:30 pm.

The cost per person is \$35.00

Students can sign-up for a seat on the bus starting January 28.
(no reservations will be taken before this date)

The deadline to sign-up is February 22, 2013, 12:00 noon

We will maintain a wait-list if we reach over 90 participants.

Registration Information:

- You may sign-up for a seat starting on January 28, in 103 Barnes Hall (The University-wide Career Office)
- You must bring \$35.00 in cash when you sign-up (Registrations will not be accepted without payment. There are 2 ATM machines at the campus store located next door to Barnes Hall.)
- You will be required to sign a "Hold Harmless" agreement
- Will need to provide your contact information (email and cell number)
- You will be asked to choose a pick-up location:
 - ❖ North Campus/RPC: 5:45 am departure
 - ❖ West Campus/Flagpole: 6:10 am departure
 - ❖ Collegetown/PAC stop: 6:30 am departure
- You will be asked if you are planning to take the bus round-trip. (Some students decided to stay in the city for an extended stay. The cost is still \$35 if you are only taking it one way.)

Buses will leave promptly at the designated departure times. They will not wait. It is estimated that the buses will arrive at Columbia University (Broadway & 116th Street) around 11:00 am. A rest /meal stop will be made en route each way.

There will be a Cornell staff representative on each of the buses.

This is a separate registration from the Career Fair. You must also register to attend the event by going to:

<http://allivyfair.ei.columbia.edu/>

Cancellation Policy:

If you cannot make the trip as planned you **MUST** cancel by Friday, **February 22, 2013, 12:00 noon**. Any cancellations received after this time, or if you do not show up/miss the bus pick-up, you will not receive a refund. To cancel you must go in-person to 103 Barnes Hall. (Barnes Hall is open Mon. – Fri. 8:00 am – 4:30 pm)

If you have any questions, or need any additional information, please contact Jennifer DeRosa at jd242 or 255-2257.