



14th Annual STEP Statewide Student Conference

March 30, 2012 to April 1, 2012 Albany Marriott ~ Albany, New York

Hosted by the New York State Education Department and Syracuse University

5TH ANNUAL COLLEGE FAIR

The Science and Technology Entry Program (STEP) of New York State invites **College Representatives** to attend a **College Fair** at our March statewide student conference! The College Fair will be one of the many exciting events that will take place during the **14th Annual STEP Statewide Student Conference from March 30, 2012 to April 1, 2012, at the Marriott Hotel in Albany, New York—189 Wolf Road—Albany, New York 12205—(518) 458-8444.**

STEP is comprised of 51 colleges and universities across New York State, and one of its many purposes is to provide middle and high school students with practical experience in the scientific, technical, and health-related fields, and to prepare students for the rigors of college and beyond. Over 400 students and 125 program directors/advisors regularly attend the conference. Do not miss this opportunity to share valuable information about your institution in a forum that captures the attention of perspective students and staff across New York State, those of whom helped to garner the **2003 Presidential Award for Excellence in Science, Mathematics, and Engineering Mentorship (PAESMEM)**! More information about this award winning program may be found on the New York State Education Department's website at <http://www.highered.nysed.gov/kiap/step> or www.stepforleaders.org

The College Fair will be held on Saturday, March 31, 2012, from 2:00pm to 4:00pm. Set-up for the fair will be from 1:15pm to 1:45pm. The cost of providing valuable and timely information to this critical mass of students and project administrators is \$150.00. (*This fee does not include hotel costs or transportation to and from the conference site in Albany, New York.*)

To increase the number of institutions participating in the 5th Annual College Fair at the STEP Statewide Student Conference, **STEP Programs paying the conference registration fee for attendees from their institution will not be assessed an additional \$150.00** to have their admissions office participate in the fair. All **non-registered institutions for the STEP Conference will have to pay the \$150.00 fee to have their institution** participate in the fair.

****The conference will provide lunch for college representatives on Saturday, March 31, 2012 from 12:00pm to 1:00pm.****

Please notify the conference committee of your institution's intent to participate in this event by faxing or e-mailing the enclosed form by **February 17, 2012 to Dr. Leonese Nelson** at (315) 443-6721 or lenelson@syr.edu .

Please make all checks payable to *Syracuse University*, and mail to:

Dr. Leonese Nelson, Conference Chair
Office of College Preparation Programs
Science and Technology Entry Program (STEP)
111 Waverly Avenue, Suite 230
Syracuse, New York 13244
(315) 443—9171

For additional information, please contact one of the College Fair Sub-Committee Co-chairs for additional information.

2012 STEP STATEWIDE STUDENT CONFERENCE COLLEGE FAIR SUB-COMMITTEE CO-CHAIRS:

Cecelia Russo	St. John's University	russoc@stjohns.edu	(718) 990—6667
Mary Stickney	SUNY Potsdam	sticknme@potdams.edu	(315) 267—2584



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5TH ANNUAL COLLEGE FAIR REGISTRATION FORM

Institution Name _____

Name of Representative Attending College Fair: _____

Representative's Title _____

Mailing Address _____

School's/Program's Website URL: _____

E-Mail _____ Telephone _____ FAX _____

(All further correspondence will be via e-mail.)

The **College Fair** will be held at the Marriott Hotel in Albany, New York on Saturday, March 31, 2012 from 2:00pm to 4:00pm. **Set-up** for the fair will be from 1:15pm to 1:45pm.

REGISTRATION INFORMATION:

{ } Please register our school for the STEP College Fair, March 31, 2012.

My institution's STEP Program has submitted its conference registration fees, which covers my fee.

STEP Program Director/Coordinator's Name: _____ Telephone Number: _____

{ } Please register our school for the STEP College Fair, March 31, 2012.

I have enclosed the non-refundable registration fee of \$150.00 payable to Syracuse University.

{ } Please register our school for the STEP College Fair, March 31, 2012.

My institution's non-refundable registration fee of \$150.00 will follow before the February 17, 2012 deadline.

Registration is **NOT** confirmed until the fee is paid. Space is limited. The **official registration deadline is February 17, 2012**, but we encourage early registration, as this event may fill before the deadline.

MEAL REQUEST: *The conference will provide lunch for college representatives on Saturday, March 31, 2012.*

{ } I **DO plan** to attend **Lunch** on Saturday, March 31st from 12:00pm to 1:00pm.

{ } I **DO NOT plan** to attend **Lunch** on Saturday, March 31st from 12:00pm to 1:00pm.

Fax Registration Forms by February 17, 2012 to:

STEP Statewide Student Conference College Fair

Attn: Dr. Leonese Nelson, Conference Chair

FAX # 315-443-6721

Checks should be mailed to: Dr. Leonese Nelson ▪ Syracuse University ▪ Office of College Preparation Programs (STEP Program) ▪ 111 Waverly Avenue, Suite 230 ▪ Syracuse, New York, 13244
▪ lenelson@syr.edu ▪

For additional information, please contact one of the College Fair Sub-Committee Co-chairs.

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