

## NATIONAL ASSOCIATION OF COLLEGE DEANS, REGISTRARS, AND ADMISSIONS OFFICERS

February 15, 2025

Dear University President/CEO:

It is our hope that you and your staff had great enrollment in Fall 2024 and Spring 2025. The 7<sup>th</sup> Annual HBCU College and Career Fair will be held on Friday, March 14, 2025, for all South Carolina juniors and seniors in high school and college. Two years ago, we added a “career fair feature” so that students (high school and college) may explore opportunities (college admissions and employment and internship) with different businesses and state agencies.

Total Enrollment	Minimum Fee
Under 1,000	\$200
1,001-2,000	\$250
2,001-3,000	\$300
Over 3,001	\$350

**PAY ONLINE OR MAIL A CHECK FOR MEMBERSHIP DUES**



[www.nacdrao.org](http://www.nacdrao.org)

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The HBCU College and Career Fair is on **Friday, March 14, 2025, at Saint Andrews Park from 9:00 am until 12:00 pm**. Please forward this information to areas on your campus who will benefit from attending the college and career fair. Students will be equipped with transcripts, resumes and letters of recommendation to share with recruiters and/or deans. Your Deans, Recruiters and Advisors will have an opportunity to speak with students and human resource managers from businesses and state agencies who will share opportunities, employment, and internships.

NACDRAO will also host the 100<sup>th</sup> Anniversary of the Association at North Carolina A&T University where we were established, and our co-host will be Bennett College, September 29 – October 2, 2025. **Enclosed is the history of NACDRAO (where and why)**. We are asking that all HBCUs purchase an advertisement in support of the 100<sup>th</sup> Year Anniversary. The advertisement is \$500.00 and will include one staff registration fee, counselor forum and college and career fair. An additional staff member registration is \$125.00. The chart above shows the annual membership fees. We hope that you will fully support this monumental event. Program booklets will be disseminated to all participants, vendors and high school counselors.

Please respond before March 10, 2025, by completing the lower portion of this letter, scan and return via email. To promote your institution, please ask your recruiters to bring a counselor’s package to share with high school counselors.

**Thank you for your positive consideration by March 1<sup>st</sup>, I remain**

Sincerely,

Phyllis L. Thompson  
NACDRAO, Executive Director  
HBCU College and Career Planner

### Registration Information

Representative Name & Title \_\_\_\_\_  
Institution Name \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_ We will attend the HBCU College and Career Fair – **cost is \$125; St. Andrews Park**

\_\_\_\_\_ We will participate in the 100<sup>th</sup> Anniversary of NACDRAO (conference, college and career fair and conference sessions centered around this theme: **“NACDRAO - Celebrating 100 Years Where Opportunity Meets Excellence”**)

**Thank you for your positive consideration by March 10, 2025, I remain**