

# Cleveland Council of Black Colleges Alumni Association

P.O. Box 201552, Shaker Hts., OH 44120

Phone: 216-282-HBCU (4228)

Email: [admin@HBCUAlumniCLE.com](mailto:admin@HBCUAlumniCLE.com)

Website: [www.HBCUAlumniCLE.com](http://www.HBCUAlumniCLE.com)

September 12, 2014

Greetings College Representative or Educational Resource Program:

The Cleveland Council of Black Colleges Alumni Association, representing graduates and supporters of any accredited public or private Historically Black College or University (HBCU) that reside in the Greater Cleveland, Ohio is proud to announce the 12<sup>th</sup> Annual HBCU College Fair presented MetroHealth. This event is open to the general public to all students and parents. We anticipate more than 50 HBCU schools will participate in the fair along with 1000 local high school students and more than two dozen Cleveland-area community based organizations.

**The goals of the fair are to:**

- Increase college enrollment in under-served and under-represented populations of the community
- Educate the community about the value of Historically Black Colleges and Universities
- Allow participants to become familiar with a variety of financial aid programs and educational resources
- Connect post-secondary options to a student's career, internship, and vocational interest and opportunities

The theme for this year's fair is "A Different World." The landscape and sustainability for our institutions is critical and exciting for both the historically Black institutions of higher learning and for the students who will matriculate on the campuses in the future. The HBCUs and other exhibitors in attendance will certainly add value to the students served to allow them to witness that attending a HBCU is definitely "A Different World" from where they come from.



**12<sup>th</sup> Annual HBCU College Fair:**

Date: Saturday, November 22, 2014  
 Time: 8:00am – 2:00pm  
 Location: Warrensville Hts. High School  
 4270 Northfield Road, Warrensville Hts., OH 44128  
 Contact Person: School – Jasmine King (216-752-8585)  
 Fair – Lester Holmes (216-369-7517)

**\*Fair Schedule for Representatives:**

8:00 am Exhibit Representatives Check-in and Setup, Student/Parent Registration  
 9:00 am Opening Session  
 10:00 am – 11:30 am Fair and Workshops (AM Session)  
 11:30 am – 12:30 pm HBCU Experience Showcase  
 12:30 pm – 2:00 pm Fair and Workshops (PM Session)  
 2:00 pm Representatives breakdown materials, evaluation

*\*Subject to change*

**College Fair Participants:**

To participate as a college or university in the HBCU College Fair you would need to be:

- An Admissions or Alumni Representative of any accredited institution that is designated a Historically Black College of University

**Vendor Participants:**

To participate as a vendor in the HBCU College Fair you would need to be:

- A Branch of United States Military
- An Educational Program/Resource (non-collegiate affiliation)
- A Community-based Mentoring/Youth Development Program
- Fraternity/Sorority Education/Foundation Committee
- General Vendor - offering items of use or services for the population served

**Vendor Category Descriptions:**

Jobs and Internships: organizations that offer employment opportunities, internships, training and development.  
Youth Programming: organizations, recreation groups, and other agencies that provide after-school programming, mentoring, social/emotional learning.  
Health and Wellness: for health and wellness groups that aim to promote a better lifestyle. Such groups can focus on active lifestyles, clean eating, available programs, and much more.

Community Service: offer community service opportunities. Community service is an effort of contribution by the individual for the betterment of the community. Hours contributed by the student are then recorded and signed off on their volunteer hours tracking card.  
Social Service: providing services and programs to support the total well-being of the family.  
Retail: to include, but not limited to, clothing, accessories, beauty products, etc.  
Other: briefly describe on registration form

### Student Participants:

All of the high school students from the Warrensville Heights High School as well as students of the Cleveland Metropolitan School District, and neighboring school districts will be invited to participate in the fair. Parents, counselors, youth leaders and other interested parties will be invited and encouraged to attend. Admission is free for all attendees, though registration is required for all students. Check the "Participants" link for updates of participating schools and programs.

### What We Will Provide:

The HBCU College Fair will be located in the school's gymnasium. Various college preparation workshops will be held throughout the building in selected classrooms. For each organization in attendance, we will provide:

- A table and two chairs
- Continental Breakfast
- Lunch
- College Fair Program
- Recognition Certificate
- Invitation to our Alumni Mixer

### What We Expect:

Through your presentations we hope that you will be able to certainly engage each student and parent to want to know more about your institution, program, services, or products. Even more it is our desire that as the representative of your organization you will:

- Set up a table to discuss recruitment options and admissions requirements;
- Distribute information on scholarship options or youth-related educational programs; and
- Offer or accept application fee waivers for students who are eligible.
- Provide product or services that will directly benefit or support the student/parent.

### Check-In & Set-Up:

1. Set up begins as early as 7:30am on the day of the event. (You will be notified if set-up becomes available on Friday evening)
2. Representative may enter through the main (designated) entrance of the Warrensville Heights High School (see detailed instructions regarding Parking and Entrance Information).
3. You will receive your table assignment at the fair entrance. Please be sure to check in.
4. Tables will be located in the gymnasium or other designated area. A volunteer will be available to assist with location and set-up. Each table is, at minimum, a six-foot table with approximately one foot on either side.
5. A white table covering will be provided; however it is highly encouraged to drape/decorate your table with a table cloth reflective of your organization.
6. The table should be aesthetically pleasing and allow space for students to complete inquiry cards, applications, etc.
7. All setups need to be completed by the time we begin the opening session.

### Registration Fee:

FREE – For HBCUs affiliated with the Cleveland Council of Black Colleges Alumni Association (per current membership dues)

(Campus Admissions Representatives of the HBCU College/University – Please check with your Cleveland area alumni chapter for their Council membership status)

FREE – United States Military

\$35.00 – For Other Organizations

**In addition, all institutions, alumni groups, and organizations are asked to donate 2 to 3 items that represent your school/organization/program to be used as door prizes throughout the fair. Items could range from t-shirts, bags, novelty items, gift cards, etc.**

### Registration Submission:

**Option 1 (Preferred Method):**

**Register Online**

RSVP By: Friday, October 31, 2014

**Option 2:**

Complete the attached form and return to –  
Cleveland Council of Black Colleges  
P.O. Box 201552  
Shaker Hts., OH 44120

### Recommended Lodging:

For your comfort, we recommend any of the following establishments for your overnight accommodations:

#### Preferred Hotel:



Feel the Hamptonality™

#### Hampton Inn & Suites Cleveland Beachwood

3840 Orange Place  
Beachwood, OH 44122

**Rate:**

\$89.00 (King or Queen Standard) – \$109.00 (King Suite)

**Dates:**

November 20 – 22, 2014

Call hotel directly to negotiate other dates.

#### Reservation Option #1:

Call hotel directly at [216-831-3735](tel:216-831-3735) and request the "12<sup>th</sup> Annual HBCU College Fair" group rate.

#### Reservation Option #2:

Call [1-800-HAMPTON](tel:1-800-HAMPTON) and request the "12<sup>th</sup> Annual HBCU College Fair" group rate.

#### Reservation Option #3:

Online at [www.HamptonInnBeachwood.com](http://www.HamptonInnBeachwood.com) and select the desired dates. Under the "Add Special Rate Codes" portion, enter "HBC" as the Group/Convention Code.

#### Other Hotels in the area:

##### Homewood Suites by Hilton Cleveland-Beachwood

25725 Central Pkwy  
Beachwood, OH 44122  
(216) 464-9600

##### Cleveland Marriot East Hotel

26300 Harvard Rd  
Warrensville Heights, OH 44122  
(216) 378-9191

##### Fairfield Inn & Suites Cleveland Beachwood

3750 Orange Place  
Beachwood, OH 44122  
(800) 627-7468

##### Residence Inn Cleveland Beachwood

3628 Park E Drive  
Beachwood, OH 44122  
(216) 831-3030

##### Doubletree Cleveland East Beachwood

3663 Park E Drive  
Beachwood, OH 44122  
(216) 464-5950

### **Extend Your Stay:**

For the HBCU admissions representatives we encourage you to extend your stay and consider spending a few days in the Greater Cleveland area to cultivate relationships with students and counselors. Based on previous year's participants, here is a list of schools (with a hyperlink to school website) that we recommend that you visit before or after the fair. If we can be of any assistance in making contact with these schools, please advise.

- [Bedford High School](#)
- [Charles F. Brush High School](#)
- [Cleveland Central Catholic High School](#)
- [Cleveland Hts. High School](#)
- [Cleveland School of Arts](#)
- [Collinwood High School](#)
- [East Tech High School](#)
- [Euclid High School](#)
- [Garfield Heights High School](#)
- [Ginn Academy](#)
- [Glenville High School](#)
- [Harvey S. Firestone High School](#)
- [Horizon Science Academy Cleveland](#)
- [Jane Addams High School](#)
- [John F. Kennedy High School](#)
- [John Hay High School](#)
- [John Marshall High School](#)
- [Lincoln West High School](#)
- [Lutheran East High School](#)
- [Maple Heights High School](#)
- [Martin Luther King, Jr. High School](#)
- [MC2 STEM High School](#)
- [Nardon Hills High School](#)
- [Northeast Ohio College Prep](#)
- [Orange High School](#)
- [Richmond Heights High School](#)
- [Saint Martin de Porres High School](#)
- [Shaker Heights High School](#)
- [Shaw High School](#)
- [Solon High School](#)
- [Twinsburg High School](#)
- [Villa Angela Saint Joseph High School](#)
- [Warrensville Hts. High School](#)
- [Whitney Young](#)

### **Contact Information:**

For additional information about the HBCU College Fair, please do not hesitate to contact Lester Holmes at 216-369-7517 or [HBCUCollegeFair@hbcualumniCLE.com](mailto:HBCUCollegeFair@hbcualumniCLE.com). Once your completed registration is received, a confirmation will be sent to your email address.

### **Final Note:**

We look forward to your participation in our annual HBCU College Fair. We know that your participation will have a positive impact on the students who attend. If we have missed someone whom you believe to be interested in attending this Fair, please feel free to direct him or her to the registration website for the HBCU College Fair. We welcome new participants, and hope to see lots of returning faces as well. Thanks for your interest in HBCU College Fair and the students of the Greater Cleveland area. I hope that you are able to attend, and that your time at the HBCU College Fair will be wonderful!

Check our website at [www.HBCUAlumniCLE.com](http://www.HBCUAlumniCLE.com) for continual updates of the 12<sup>th</sup> Annual HBCU College Fair.

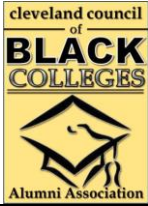
Sincerely,



Lester Holmes, Chairman  
216.369.7517  
[HBCUCollegeFair@HBCUAlumniCLE.com](mailto:HBCUCollegeFair@HBCUAlumniCLE.com)



Anthony H. Brown, President  
216.282.HBCU  
[admin@HBCUAlumniCLE.com](mailto:admin@HBCUAlumniCLE.com)



# Cleveland Council of Black Colleges Alumni Association

P.O. Box 201552, Shaker Hts., OH 44120

Phone: 216-282-HBCU (4228)

Email: [admin@HBCUAlumniCLE.com](mailto:admin@HBCUAlumniCLE.com)

Website: [www.HBCUAlumniCLE.com](http://www.HBCUAlumniCLE.com)

## COLLEGE FAIR REPRESENTATIVE REGISTRATION

12<sup>th</sup> Annual HBCU College Fair – Saturday, November 22, 2014

### Registration #1 - HBCU College Representative, Educational Program, Vendor

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

### Address

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_

### Other Information

School/Organization \_\_\_\_\_  
Representing:

Additional participant \_\_\_\_\_  
(limit 1 additional person):

### Type of School/Organization:

- HBCU
- Branch of Military
- Educational Program/Vendor
- Mentoring/Youth Development Program
- Other

### Job Title:

- College Admissions Counselor
- Alumni Admissions Representative
- Educational Consultant
- Mentor/Advisor
- Recruiter
- Other

### Registration Fee

\_\_\_ Council Member (FREE)

\_\_\_ \$35.00 Enclosed

### RSVP No Later Than

Friday, October 31, 2014

### Return To:

Cleveland Council of Black Colleges  
P.O. Box 201552  
Shaker Hts., OH 44120  
Scan/Email: [HBCUCollegeFair@HBCUAlumniCLE.com](mailto:HBCUCollegeFair@HBCUAlumniCLE.com)

### Type of Vendor:

- \_\_\_ Jobs and Internships
- \_\_\_ Health and Wellness
- \_\_\_ Social Service
- \_\_\_ Youth Programming
- \_\_\_ Community Service
- \_\_\_ Retail

\_\_\_ Other: