LSU | Olinde Career Center

Spring 2027 Career Expo

LSU Pete Maravich Assembly Center (PMAC) | January 25, 2027

Employer Check in: 8:30–10:45 a.m. | Lunch: 10 a.m.–2:30 p.m. | Career Fair: 11 a.m.–4 p.m.

Policies, Guidelines, and Quick Tips

- Please review the following policies, which you acknowledged and agreed to when submitting your fair registration through Handshake:
  - Recruiting Policies and Guides.
  - Event Cancellation, No Show, Inclement Weather and Technology Policy.
- We encourage ALL employer representatives to be set up and ready to greet students by 10:45 a.m. Lines build during the check-in process, so we encourage arrival as early as 8:30 a.m. See below for **parking information.**
- Nametags are printed on-site, so we do not require recruiter names in advance. However, to speed up your check-in, we encourage you to submit the names of those planning to attend using this form. If your recruiters change, no problem - Simply complete the form again with the updated names. We're happy to accommodate changes!
- View top tips for recruitment success and how to Broaden your Impact on campus.
- Pop up banners and signage are permitted if they fit ON TOP of a 6-foot table. Your area is not sectioned off by pipe and drape. Your display items must fit ON TOP of your 6-foot table and will not interfere with neighboring tables/table spaces. Displays that interfere with neighboring tables or cross into the walkway will be removed and not allowed in the fair. Please note this space requirement will be strictly enforced. Double sided banners are prohibited.
- All employer tables are 6 feet long and will have access to one power outlet. There are two chairs at each table.
- Printing and copy services are **not** available on-site. Please bring all necessary items with you.
- Optional plastic table covers will be available, but many employers bring their own branded table covers.
- Non-Coca-Cola beverage giveaways and balloons are not allowed at this event.
  - **LSU** policy strictly prohibits the distribution of non-Coca-Cola beverages on campus. This includes any giveaways you plan to bring for students. We will provide a variety of approved beverages for employers and students to enjoy during the event. Employers will be asked to store any non-Coca-Cola beverage giveaways out of sight during the event and to remove them from the premises when the event ends. View the list of Coca-Cola approved beverages here.
  - **Balloon Policy**: Balloons are not allowed in the PMAC.

Shipping Information

Before the event: Shipping Dates: Arrival BY January 19, 2027

Unfortunately, we cannot accept any packages over 150 pounds. No freight deliveries will be accepted. Display materials may be shipped to Two Men & A Truck prior to the event. If packages are shipped after the deadline, there is no guarantee materials will arrive to the reserved table when the recruiters arrive. Send all packages to the following shipping address:

Two Men & A Truck
Attn: Saxon Hughes
LSU Career Expo Materials for (Insert your company name here- mark clearly)
11818 South Harrell's Ferry Road
Baton Rouge, LA 70816

After the event: FedEx Ground, FedEx Express and UPS Ground will be prearranged for a pickup. Please bring your account numbers, shipping slips and any other pertinent information you will need to package your items before you leave. A special area will be designated for dropping off your packaged and labeled materials when the event concludes. If you would like to ship your items using any other means, please plan to have your materials picked up no later than 4:15 p.m. on the event day. The LSU Olinde Career Center cannot guarantee pickup and is not responsible if materials are lost, damaged, not shipped on time, or do not arrive to the next destination on the requested date.

Check-In and Setup

Recruiter check-in and setup will begin at 8:30 a.m. at the Southwest entrance of the LSU PMAC. Please allow ample time for parking and setting up prior to the start of the event. A check-in kiosk will be available upon arrival. If there are more recruiters than what you registered for, you will be charged $75 per additional recruiter. Employers will be provided with a 6-foot table and two chairs.

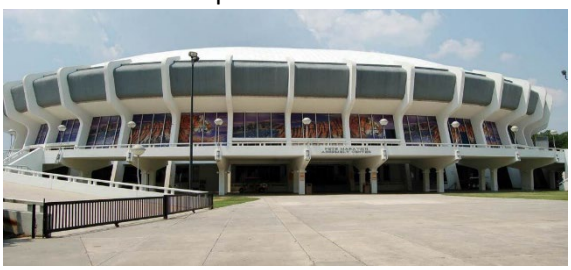


Image: LSU PMAC

Directions to Campus and Parking

Event Location: LSU PMAC

Event Parking: We strongly encourage you to **carpool,** but four parking spaces are included with your event registration unless you registered for more than four attendees via your Handshake event registration.

Event parking is in the Skip Bertman Drive West Lot (Lot 407) parking lot located across Skip Bertman Drive from the LSU School of Vet Med. After parking, please proceed to the shuttle pickup area indicated below to wait on an accessible shuttle. NOTE- Please get on the bus labeled "Charter" for the Career Expo - do NOT get on the "Park & Geaux Shuttle."

Please note- the event parking is 0.8 miles from the event location. There will be an event shuttle running the continuous loop between the parking lot and the PMAC facility during the following times:
8:30 a.m.–12:30 p.m. and 3:30–5 p.m.

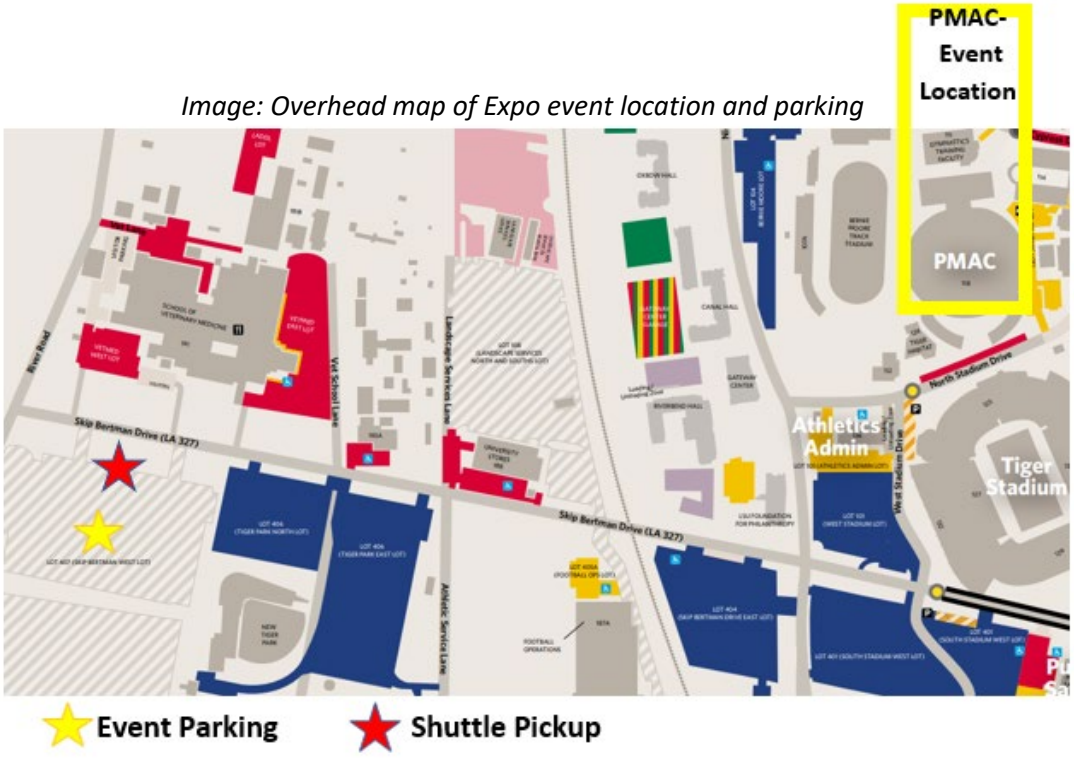
If your recruiter(s) plan to arrive outside of those windows, they will need to transport themselves between the parking lot and the Expo facility (PMAC). Please prepare for heat, cold, rain and/or other weather conditions if you do not plan to use the shuttle.

ACTION ITEM - Register your Parking in Advance:

Before visiting campus, you must register your vehicle online using your license plate number. If you have a rental car, you can enter the plate number upon arrival. A link and registration code will be provided the week before the event. Please note that parking registration is required, and we're unable to void tickets once issued.

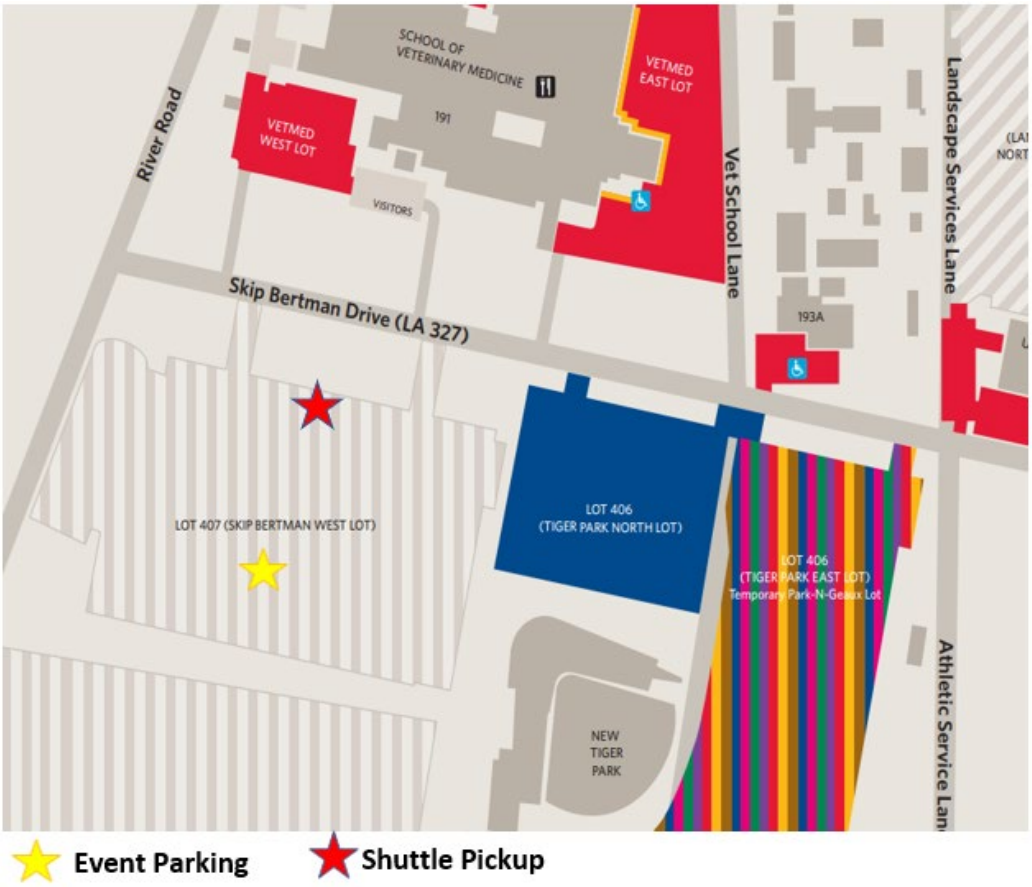
- Enter your vehicle info before arrival.
- Park forward only (license plate must face the driving lane).
- We encourage you to carpool.
- NOTE: If the spaces we reserved are not available upon arrival, please call parking dispatch immediately at 225-578-5002 and dispatch will notify the enforcement officer on duty

Image: Overhead map of Expo event location and parking





Above Image: Lot 407: Skip Bertman Drive West Lot Entrance Sign
Right Image: Overhead image of parking lot.



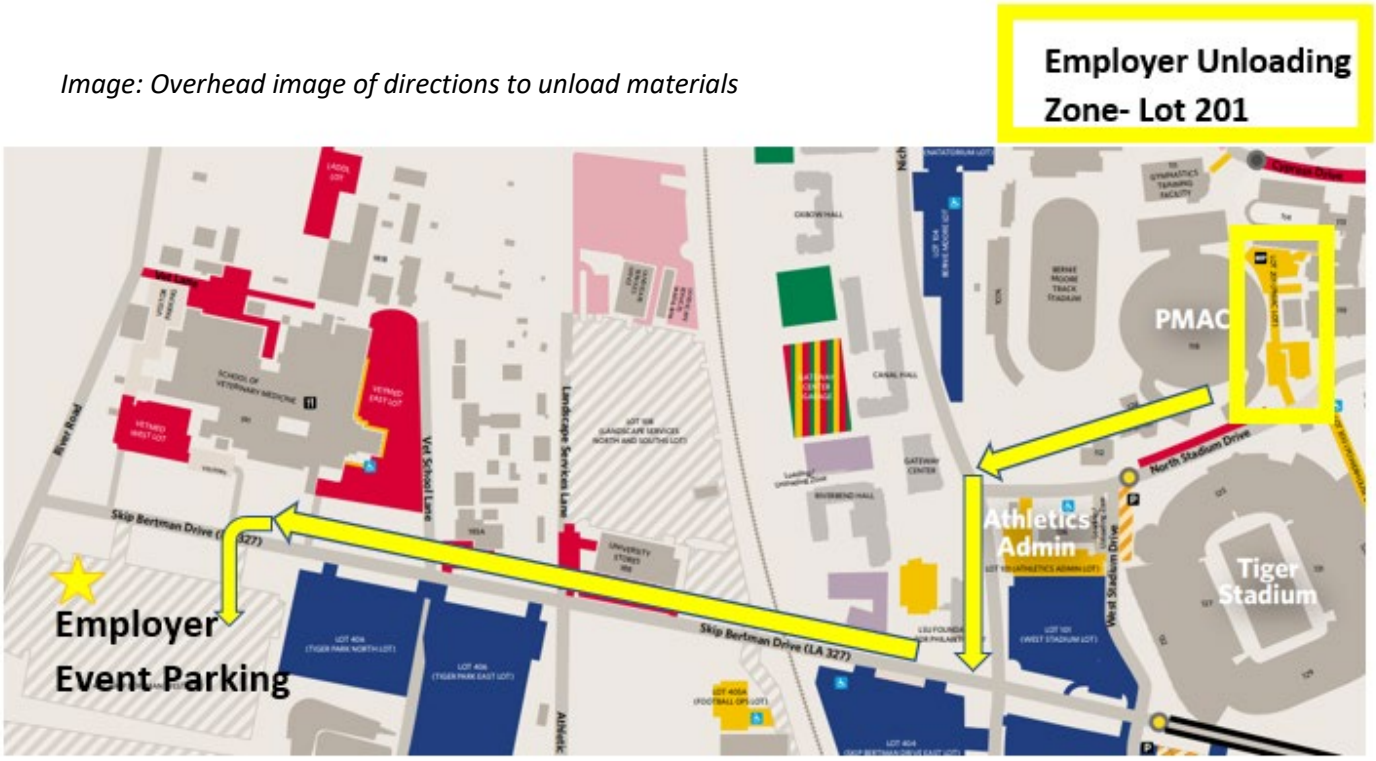
Unloading/Loading Packages Event Day

- Turn onto North Stadium Road from Nicholson Drive. At the parking gates, identify yourself to the attendant as a recruiter for the event at the PMAC needing to unload. You should be granted access through both the first and second gates.
- Turn left into the parking lot labeled lot 201: PMAC Lot ("Security Lane") past the second gate.
- Proceed to the back of the lot where you will drop off your materials at the North East portal of the PMAC, dock C-27. You will see it noted as the Tiger Paw in the image.
- Staff will assist you with unloading your materials and will take them to your table. **You cannot park in the loading dock area.**
- Proceed to the employer reserved parking lot- Lot 407 (Skip Bertman Drive West Lot). Turn right on North Stadium Road back to Nicholson Drive. Turn left on Nicholson and then Right on Skip Bertman Drive. Lot 407 will be across the railroad tracks and on the left.
- A guard will be at the entrance to the lot between 8 a.m.–noon to distribute parking passes to registered companies. After parking, please proceed to the shuttle pickup area indicated below to wait on an accessible event shuttle. <u>NOTE- Please get on the bus labeled "Charter" for the Career Expo - do NOT get on the "Park & Geaux Shuttle."</u> Please see above about available shuttle times and plan your arrival accordingly.



Image: Lot 201: PMAC Lot Entrance Sign

Image: Overhead image of directions to unload materials



Event Format

Job seekers and candidates looking to network will be welcome to attend the event between 11 a.m.–4 p.m. Please stay for the duration of the event to meet with the most candidates possible. Class hours vary for students and leaving early will limit their opportunities to meet you. **Pro Tip:** Help spread the word about your upcoming visit by sharing it on your social media platforms! Be sure to tag us so we can reshare your post and help build excitement among LSU students!

Lodging

We encourage guests to campus to stay at our on-campus hotel, *The Cook Hotel & Conference Center* at LSU, located at 3848 West Lakeshore Drive. For more information, call 225-383-2665.
For a comprehensive list of local hotels, check out *Visit Baton Rouge*.

Lunch

Lunch will be provided from 10 a.m.–2:30 p.m. in the upper corridor of the PMAC. You will need your name badge to access the lunch area. The lunch menu will include a vegetarian option but if you have additional dietary restrictions, there are other eateries on and around the LSU campus.

Dining Options

The following restaurants are popular with our visiting recruiters:

Restaurant	Phone	Restaurant	Phone
The Chimes - Seafood	225-383-1754	T.J. Ribs – Seafood, Steaks, Ribs	225-383-7427
Walk-On's Bistreaux - Seafood	225-757-8010	Drusilla Seafood - Seafood	225-923-0896
Acme Oyster House - Seafood	225-906-2372	Schlitz & Giggles - Pizza	225-361-0776
Juban's - Seafood, Steaks, Continental	225-346-8422	Rock-n-Sake - Sushi	225-615-7940
Parrain's - Seafood	225-381-9922	Jimmy John's - Sandwiches	225-382-3914
Mike Anderson's - Seafood	225-766-7823	Ruth's Chris Steak House - Steaks	225-925-0163

For questions before the event date, please email Courtney Edwards at courtney@lsu.edu.