



STEEL CENTER

for CAREER & TECHNICAL EDUCATION

565 N. LEWIS RUN ROAD
JEFFERSON HILLS, PA 15025
PHONE: 412-469-3200
FAX: 412-469-3209
www.steelcentertech.com

Dear Education Partner,

Steel Center is holding a College/Career Fair on November 14, 2019. The goal of the College/Career Fair is to increase student awareness regarding post-secondary educational/career opportunities in the region.

The participation of our education partners contributes to the success of the College/Career Fair. We would like to include your continued support and participation in this year's event. We welcome you to speak to students about educational opportunities available to them. You are encouraged to distribute materials to attendees about your institution/organization, as well as stocking extra resource materials in our Student Services Center. Finally, we would like to represent all of our education partners in our Student Services Center, please provide a pennant or decal to represent your institution/organization. There will be approximately 700 student attendees. Participants are encouraged to donate \$35.00 towards our Student Activities Fund. Checks can be made payable to: Steel Center for Career and Technical Education.

WHAT: Steel Center College/Career Fair

WHEN: Thursday; November 14, 2019

TIME: Session 1: 8:15am-8:45am (10th grade)
8:45am-9:15am (11th grade)
9:15am-9:45am (12th grade)
Session 2: 12:15pm-12:45pm (10th grade)
12:45pm-1:15pm (11th grade)
1:15pm-1:45pm (12th grade)

WHERE: 565 N. Lewis Run Road
Jefferson Hills, PA 15025

For more information and or directions please visit us at: www.steelcentertech.com

To help in our planning, please **RSVP** to shartman@steelcentertech.com

by **MONDAY OCTOBER 7, 2019.**

Thank you in advance,

For additional assistance, contact Shannon Hinkle 412-469-3200 x2517