



**PennState**

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Date: August 21, 2023

To: Penn State Faculty

Re: Annual AE Career Fair Student Participation

Dear Penn State Faculty:

This note is to confirm that on Tuesday, September 26<sup>th</sup> 2023, Architectural Engineering (AE) students are being encouraged to participate in our annual career day. Over 120 companies are registered to participate this year. In addition to the employment aspects of this event, there is considerable educational interaction and opportunity for students to gain an insight into the profession. For example, some AE classes have assignments to interact and discuss certain educational or career development issues with the industry representatives while other students will serve as ambassadors and hosts to visiting professionals.

Additional activities, including information sessions and interviews, are taking place for some students during the day and evening on Monday, September 25<sup>th</sup>, Tuesday evening September 26<sup>th</sup>, and during the day and evening on Wednesday, September 27<sup>st</sup>.

As is Penn State policy, each course instructor has the final say on class attendance and participation for students in their courses. However, we appreciate the efforts from those of you who have agreed to support the AE Department by allowing students to miss class and/or adjust assignments in order to participate in this event. In turn, we will reinforce the fact that AE students are responsible to complete or make up any missed assignments or related activities in each of their courses in a timely fashion and as specified by course instructors.

Please contact our career fair coordinator, Brenda Lutz Colby who is our Career Fair Coordinator @ [bl136@psu.edu](mailto:bl136@psu.edu) or myself if you have any questions or need additional information.

Thanks again for your support.

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