

## **APPLICABLE FEES:**

Please note that the Unit has changed its fee structure for 2020. The following rates are now applicable.

### **1. Postgraduate Welcome Day: Free**

This event presents an opportunity to engage with the Postgraduate Association (PGA), registered post graduate students and to explore areas for mutual co-operation.

### **2. Social Media Postings: R440.00**

Graduate Recruitment Facebook and Twitter accounts.

### **3. Company Presentation only: R4400.00 per presentation**

- Evening presentation to students, on either East or West Campus from 17h00 – 19h30 latest. Posters to be supplied by companies, advertising their presentation, (Max 25 no bigger than A3 size) will be displayed on our notice boards. Companies can get students to RSVP and cater for these presentations, for more info contact the GRP Office.
- Audio-visual equipment will be available for the presentation however no laptop will be provided. A technician will be available to assist with setup and the presentation will be announced on the campus radio station.
- Each presentation will run from 17h00 (venue dependent) Please note that companies will only have access to the venue during the above stated times and not earlier unless lectures finish early.

### **4. Career Fairs: R13200.00 per single stand**

- The Unit will host 4 career fairs this year, An Engineering & Built Environment Fair, IT & Computer Science Fair, Accounting Fair which will be spread over 2 days. A General Fair targeting all degrees which will be repeated twice.
- The career fairs will offer companies the opportunity to market their organisations to students. Staff and student assistants will only be available from 07h30 in the morning of the event for assistance.
- Companies are advised NOT to bring hand-outs that can be used to make loud noises that might directly or indirectly interrupt classes as well as cause harm to others.
- The fee includes a shell scheme, plug point, a light, name on fascia, trestle table, 2 chairs and a hot lunch for a maximum of 3 people for a single stand.
- Career Fairs run from 08:30 – 15:30.
- Set up: Companies have a voluntary option to setup the evening before or on the morning of the event. Should companies choose to set up the evening before the fair, neither the Counselling and Careers Development Unit nor the University of Witwatersrand will be held liable for any damage, loss and/or theft to property and/or belongings.

### **5. Emailer: R825 per faculty**

Companies wanting to have brand awareness and not a physical presence on campus can make use of this option in addition to the SMS service and posters (Please refer below for pricing of SMS & posters). Companies who participate in more than two GRP events will be entitled to a free once off e-mailer if required.

## **6. CCDU Interview rooms: R1980.00 per room per day**

Interview rooms are available from 08:15 – 16:30. Interviewers are strongly advised to schedule their interviews within this period as the Unit cannot guarantee staff availability outside of these hours. Booking includes a teatime snack and a light lunch.

## **7. SMS Facility: 2.20 per SMS/R20 000 unlimited/ p.a.**

Companies doing a presentation will be entitled to a free SMS message sent to their target audience to advertise their campus visit. The unit will send the SMS on your behalf or you can provide text with a maximum of 160 characters including spaces.

## **8. Posters Only: R1100.00**

Companies wishing to display posters only are welcome to supply a maximum of 25 posters. Posters should not be bigger than A3 size as larger posters are not easily accommodated on our noticeboards.

## **9. Foyer Interviews: R13200.00 per organisation**

Companies wishing to have a presence on campus but do not want to do presentations or be part of a careers fair are welcome to do foyer interviews. Foyer interviews are similar to career fairs except that only one company is accommodated in the foyer area of the building closest to targeted students. This option comes with an optional free presentation slot during student lunchtime. No tea or lunch is included, companies are advised to bring own or buy from the cafeterias on campus.

## **10. Company Showcase: R11000.00 per organisation**

Companies wishing to have a presence on campus but do not want to be part of a careers fair are welcome to do foyer interviews. Foyer interviews are similar to career fairs except that only one company is accommodated in the foyer area of the building closest to targeted students. No tea or lunch is included, companies are advised to bring own or buy from the cafeterias on campus.

## **11. Invoicing and Payment**

- Companies should allow 10 days for the processing of an invoice once in receipt of a quotation.
- Cancellation procedures are applicable once bookings are confirmed.

**NB!! PLEASE NOTE ALL FEES ARE APPLICABLE ONCE AN INVOICED HAS BEEN ISSUED AND NO CHANGES WILL BE MADE.**

## **ADVERTISING IN THE QUARTERLY NEWSLETTERS 2020**

Companies are welcome to advertise in the Graduate Recruitment Programme quarterly newsletter. Advertising space will be offered on a first come first served basis and advertisements will only be confirmed once payment has been received. No refunds will be granted in the event of a cancellation after the closing date to submit an advertisement. All requests for cancellation must be submitted in writing and faxed to the Unit.

### **Rates:**

Quarter Page (full colour) R3300.00 ♦ Half Page (full colour) R4400.00 ♦ Full Page (full colour) R6600.00  
♦ Listing Only RR2200.00.

### **Specifications:**

o Screen: 133dpi or higher o Size: A5/A4 o Layout of newsletter: Portrait o NB: DTP should make adequate allowance for final trim. 1cm all around is usually adequate.

### **Publication Periods:**

March, June & September of 2020.

**Name:**\_\_\_\_\_ **Digital Agreement Signature:**

For further information regarding the above opportunities please contact:

**Bongi Ndlovu Tel:** 011-717-9145/3 **Email:** [grp.ccd@wits.ac.za](mailto:grp.ccd@wits.ac.za)