



TEXAS TECH UNIVERSITY

Personal Financial Planning™

Frequently Asked Questions for Sponsors and Professionals

1. How Can I Help Sponsor Opportunity Days?

You may choose to sponsor opportunity days through several levels. Please see http://www.depts.ttu.edu/pfp/documents/Opportunity_Days_Sponsorship.pdf for a complete list sponsorship levels.

2. I want to help sponsor Opportunity Days. What now?

First, you will need to register with the Department of Personal Financial Planning. To register, please go to [website](#). The deadline to register is February 25, 2015. After you register, Amy Jones will contact you with an invoice and additional instructions.

3. I want to interview, what should I do?

On the registration form, you can indicate which days and how many rooms that you will need when interviewing. Amy Jones will contact the University Career Center to get your room set up for you and will follow up with additional information on how to post jobs and see résumés.

4. How long do the interviews last? Who can I interview?

The interviewing firm can set their own schedule. Most firms like to spend 30 minutes to 1 hour per interview. You may set your schedule to your own comfort level.

You may interview the students for internships or careers. The choice is yours.

5. Is there Wi-Fi available for me to use while I am on campus?

In the College of Human Sciences:

Sponsors will receive "guest" internet usernames and passwords in your sponsorship welcome bag. The bag will be given to you by your ambassador when you arrive in Lubbock.

Other guests may come by the Personal Financial Planning Department office located in the Human Sciences Building Room 260 for "guest" internet access. The guest internet usernames and passwords can only be used in the Human Sciences building.

In the Career Center:

If you are interviewing at the career center, they will provide you with WiFi access in their building. We do not have extra computers where you can check your email. Please bring your laptop or tablet if you wish to check your email.

6. My sponsorship level gives me tickets to the banquet that I will not be using, what am I supposed to do?

Nothing. If your firm will not be able to attend the banquet, you have no obligation to find a use for the tickets. The money raised through sponsorship helps to keep the cost of the banquet down for the students. If only a portion of the tickets from your sponsorship will be used, please let your student ambassador know. They will help you invite students you have interviewed, or other people to join you at your table. Through your sponsorship, you will have a given number of seats reserved at your table. The rest of the seats will be open to students and professionals to join you.

7. I want to post a job but not attend opportunity days, what should I do?

If you would like your job to be marketed to current students and alumni, please contact Amy Jones at Amy.L.Jones@ttu.edu and she can let you know our current protocol for posting jobs. She can also get you connected with the University Career Center to get your job posted on the university-wide job board called "Hire Red Raiders".

8. Can we help sponsor Opportunity Days and not attend?

Absolutely. We will ensure that your name/company receives the recognition designated with the sponsorship level of your choice. You do not have to attend any of the events to help sponsor Opportunity Days. Thank you in advance for your support!

9. If I cannot attend Opportunity Days, can I come to Texas Tech and interview the students at a different time? Or I need to hire in the fall, may I come?

Yes, you can interview at any point during the year! During our Opportunity Days, the PFP department releases students from classes to help students make time to interviews and events are scheduled to facilitate network. This is the only time of year that the department is able to provide extensive support, but you are welcome to register with Hire Red Raiders at any time of the year and contact Dr. Chris Browning at Christopher.M.Browning@ttu.edu or Amy Jones at Amy.L.Jones@ttu.edu for additional information.

10. Where can I buy my tickets?

Alumni and Friends will need to complete the registration form found [here](#).

11. To whom should I make the check payable?

Please make all checks payable to: **PFPE Excellence Fund**

12. Can I pay by credit card? Yes! Go to www.pfp.ttu.edu and click "Make a gift, Give to PFP" tab on the left. From there, click the "Personal Financial Planning Fund for Excellence" and enter in the "other amount" field the amount shown on your invoice. It will walk you through the stages of the transaction from this point.

13. I am an employer and I am having problems looking at student resumes and posting my job. Who can help me?

Please contact Janelle Zamora at the Texas Tech University Career Services.

Email: Janelle Zamora
Phone: (806) 834-3857

14. Where can I find information on Lubbock hotels, attractions, restaurants, etc.?

Please go to [Visit Lubbock](#) for additional information.

15. Visitor Parking

Visitor parking information will be sent at a later date.

On-Campus Recruiting Quick Tips From University Career Center

To register with Hire Red Raiders (job board) start here: [Hire Red Raiders](#)

- When you come into University Career Center, please have the license plate number of your car, the state, model, make, color, owner name and your company name. You may park in the R-19 lot. Make sure you are not parked in a spot marked reserved or handicap spots. You may view parking services website at www.parking.ttu.edu. You may also stop at an information kiosk and obtain a pass.
- We provide wireless internet
- Your on-campus schedule will be available the night before your event and the morning of with any changes. Our office hours are Monday-Friday 8:00am – 5:00pm. If you need different accommodations please call our office at least a week before your event to make these arrangements.
- There is a food court located in the north part of our building featuring Chick-Fil-A, Quiznos, pizza, sushi and more.

- Make sure and visit our website at www.careercenter.ttu.edu to view upcoming events such as job fairs, seminar series and etiquette dinners.
- For a recent listing of hotels and fun things to do in Lubbock visit www.visitlubbock.org