

Graduate School Open House & Career Fair

Badge Policy & Attendance Requirements

Overview

The NCA Graduate School Open House (GSOH) and Career Fair are designed to help colleges and universities connect with prospective graduate students. Participating departments receive a dedicated booth where faculty and administrators can engage directly with potential applicants.

Since booth representatives have access to NCA convention facilities and benefit from NCA's attendee base, all individuals working in or visiting the booth must register and wear a convention badge.

Badge Requirements

All individuals who will be present in the GSOH or Career Fair booth area must register individually and receive a convention badge. This includes:

- Booth staff and representatives
- Faculty and academic administrators
- Support staff assisting with setup and teardown
- Family members or other individuals visiting the booth

No one will be allowed into the GSOH or Career Fair area without displaying a valid convention badge.

Registration Options

We offer tiered registration options based on your role and background:

Tier 1: Full Convention Registration

For faculty, program directors, graduate coordinators, academic administrators, and any other booth staff whose expertise relates to the communication discipline.

Includes: All convention sessions, GSOH/Career Fair access, general exhibit hall, meals, networking events

Category	Early Bird (through Sept 16)	Regular
Member	\$335	\$410
Non-Member	\$670	\$735
Student	\$155	\$155

Note: Member rates apply only when membership is current and extends through December 1 or later.

Tier 2: Booth Staff Only Badge

For non-academic support staff, logistics personnel, or others assisting with booth operations whose professional background is outside the communication discipline.

To qualify for this reduced rate, individuals must meet the following criteria:

- 1. Professional expertise is outside the communication discipline
- 2. Would not normally attend the NCA Convention
- 3. Have never held NCA membership

Price	Access
\$155	Booth area only during event hours (1 hour before event start for setup, 30 minutes after event end for breakdown)

Does NOT include: Convention sessions, general exhibit hall access, meals, or other convention programming

Important: This badge is event-specific and non-transferable. You must wear your badge at all times while in the booth area.

Volunteer Badges

NCA offers a volunteer badge program exclusively for NCA student volunteers who perform designated convention duties such as registration assistance, wayfinding, technical support, and other formal volunteer roles. Booth setup, staffing, and teardown do not qualify for volunteer badges.

How to Register

All booth personnel must register individually. Most registrations can be completed online at natcom.org/convention.

For Booth Staff Only Badge registrations, please contact our Convention team directly, as this option is not yet available in the online registration system. We will process your registration right away once we receive your form.

When registering, select the option that best matches your role and background. If you are unsure which tier applies, please reach out to our sales team before registering.

Contact: sales@natcom.org | Phone: (202) 534-1111

Examples

Person	Role	Registration Required
Faculty member	PhD faculty representing your department	Tier 1: Full Convention Registration
Graduate coordinator	Academic staff in communication program	Tier 1: Full Convention Registration
Department administrative staff	Non-academic support staff with no communication background	Tier 2: Booth Staff Only (\$155)
Family member	Spouse assisting with setup, not in communication field, non-member	Tier 2: Booth Staff Only (\$155)
Facilities/logistics staff	Arranging booth setup, non-academic background	Tier 2: Booth Staff Only (\$155)

Important Notes

- All registrations must be completed before the event. Walk-in registration is available on a limited basis.
- Booth Staff Only badges are valid only for the GSOH or Career Fair event. They cannot be upgraded to full convention access after purchase.
- Badges are non-transferable. Each person must register individually with their own name and information.
- If you have questions about which registration tier applies to your situation, please contact us before registering. We are happy to help clarify.