

Student Participation Program (SPP) Conference Details & Information Package

1. SPP2022: Starting your nuclear career – mandatory student event

- This session will take place on Tuesday, April 12 from 14:30 to 17:00 in the Ontario Room at the Westin Hotel. The Ontario Room is on the third level of the Westin and there will be signage outside the door to direct you.
- This two-part session will start with speed-networking we are calling the Talent Collider, that will match our student program attendees with nuclear executives in small groups. The second portion will feature a panel of industry professionals who will share their career experiences and insights on years working in the industry.
- Ahead of CNA2022 you should have participated in PTAG's resume review virtual meeting so be sure to bring copies of your resume. Do you have business cards or something better? Bring these tools along too!

2. Career fair booths

- Several of our exhibitors will be actively recruiting, so don't be shy about asking!
- Bruce Power (Booth #312) and OPG (Booth #334) both have dedicated recruitment booths, so make sure you stop by to learn more.
- PTAG (Booth #207) will have their HR staff on site at their booth to answer any questions you might have about your resume and/or potential roles in the industry.
- Aecon (Booth #203) are recruiting for positions suitable for students, so be sure to speak to their booth representative.
- Some companies will be accepting resumes onsite, but many will only accept online applications. Please prepare accordingly.

3. Welcome reception and Trade Show reception

- The welcome reception is from 18:00 to 20:30 in the Confederation Ballroom (fourth floor) on Tuesday, April 12. This is a great networking event — so don't miss it!
- The Trade Show reception takes place on Wednesday from 17:30 to 19:30 and involves two prize draws — one on Wednesday evening and one on Thursday morning. Remember to read the rules in the pocket program found in your conference badges or on our event mobile app.

4. Parking / receipt reminder

- If you drove to Ottawa, please ensure you keep your parking receipt to claim mileage for your trip.
- **Save all your itemized receipts** to claim them on your expense form after the conference (this means receipts that show line by line, every item on the bill). We cannot stress this enough!

5. Meals

- All meals will be provided throughout the conference. Should additional meals be required while travelling, they will be reimbursed with itemized receipts up to a maximum of \$15 per day of travel. **Note:** We do not subsidize alcoholic beverage purchases.

6. Accommodations

Novotel Hotel, 33 Nicholas Street

- Accommodations during the conference are NOT provided for in-town students (for example, University of Ottawa or Carleton University).
- Check-in (April 11/12): The hotel check-in time is 15:00; however, you are advised to go to the hotel earlier as a room may be available. If your room is unavailable, the hotel will store your luggage, so you can head over to the Westin for the student event.
- **Note:** If you have not indicated on your student information form that you are arriving on Monday due to travel considerations, you are scheduled to check-in on Tuesday, April 12. Only eligible students can check-in on Monday, April 11. This was indicated on the student information form.
- Check-out (April 14): The hotel check-out time is 12:00. The CNA will not cover the cost of any additional night stays. To check-out on time, you may wish to store your luggage at the front desk in the morning, until the end of the conference on Friday at 13:00.

7. Registration

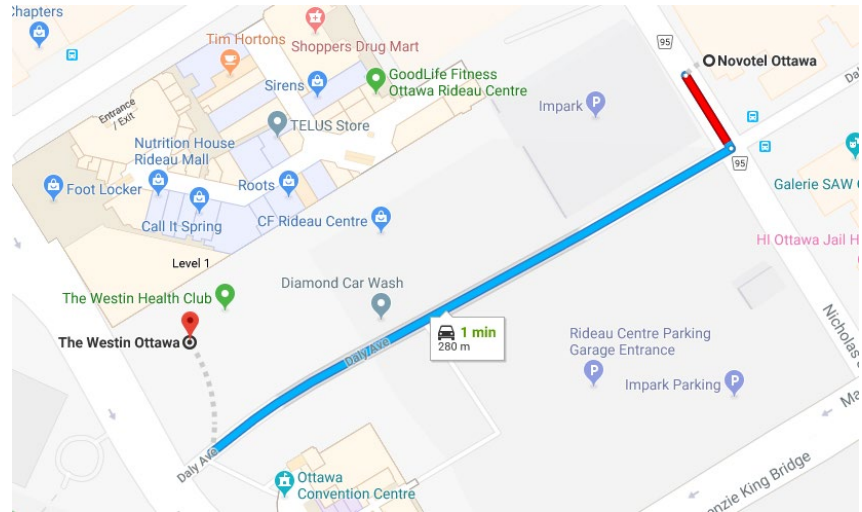
Westin Hotel, 11 Colonel By Drive

- Conference registration will take place on Tuesday, April 12 on the fourth floor of the Westin Hotel, between 12:00 and 20:30. Should you be arriving on April 11, there will be a registration stand in the lobby of the Westin from 15:00 – 19:00, if you wish to pick up your badge early and avoid any lines the following day.
- You will need to wear your badge at all times, during the event. If you arrive on April 12, please pick up your badge before the “Starting your nuclear career” session.

8. Contact Information

Novotel Hotel
33 Nicholas Street
(613) 210-3033

Westin Hotel
11 Colonel By Drive
(613) 560-7000



Questions during the conference?

Should you have any questions during the conference, please go to the registration desk to speak to the CNA staff or call either Ashley or Jessica directly.

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