



UTA Firm Night 2025 Details and Primer

Registration is now open at this link: [UTA Firm Night 2025 Registration](#)

Key Details about the event:

Date: Friday, February 7, 2025

Time*: 3:15 pm - 5:15 pm Speed Networking (limited to 18 firms)

5:00 pm – 7:30 pm Main Firm Night Event

**see schedule on next page for details*

Location: Bluebonnet Ballroom, University Center

University of Texas at Arlington
300 W 1st Street, Arlington, TX 76019

Parking: Complimentary parking is available at the event.

Refreshments: Hors d'oeuvres and light refreshments served.

Registration Fee: \$300 (*waived for governmental and nonprofit organizations*)

Registration Notes:

Space is limited and firms will be registered on a first-come, first-served basis.

Only one representative at your firm should self-designate as the primary firm contact on the registration form. This primary contact will provide payment, submit the directory information, and be the main point of contact.

Other firm representatives can also complete the form (select 'no' response to primary contact question) to receive parking, schedule, and other details about the event. Or the primary contact can share these details with their representatives.

After registering, you'll receive 3-4 emails:

- 1) Registration confirmation: Once you have completed registration, primary firm contacts can expect to receive confirmation that your registration has been accepted within one week of registering.
- 2) Invoices: Instructions for payment will be sent to the primary firm contact on 1/10.
- 3) Final Confirmation: An email will be sent on 1/31 to confirm representatives attending and provide details for parking the day of the event.
- 4) Information Requested: If directory information or other items are missing from your registration, the primary firm contact will receive an email on 1/17 to finalize information for the firm directory.



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Questions:

Questions about invoices/payments should be sent to Dr. Cherie Henderson, chenderson@uta.edu.

All other inquiries should be sent to Terra McGhee at tcbrown@uta.edu, 817-917-2083.

Firm Night Schedule

Arrival Time:

3:15 – 3:45 arrival and registration for Speed Networking Firms

(1-2 firm members only, if registered for Speed Networking.)

4:00 – 5:00 arrival and registration for main Firm Night event

(All firms and firm members not participating in Speed Networking.)

Firm Set Up:

3:15 – 3:55 set up for Speed Networking (If registered for Speed Networking.)

4:00 – 5:15 set up for Firm Night Main Event (Be sure to eat before students arrive.)

Active Event Time: (When students are present.)

4:00-5:15 Speed Networking (plan to be seated ready to start event by 3:55)

5:30 – 6:00 Firm Night Main Event (ACCT Majors Only)

6:00 – 7:30 Firm Night Main Event (ACCT and all other Business Majors)



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First Time Firm Night Primer

Is this your first Firm Night? Welcome! Here's a bit more about what to expect.

Firm Night

The main Firm Night event is conducted in the manner of a career fair. Student resume books will be sent in advance of the event. You may provide information about your firm, including links to websites or applications and pdf flyers, to share with students in the Firm Night Directory before the event.

Each firm will have a six-foot table with a white tablecloth. You are welcome (but not required) to bring firm branded table coverings, signage, and recruiting materials to hand out to students.

Although firms may send as little as 1 firm representative (or as many as 6), we recommend 2 to 4 attend the event.

Firms can arrive to check in and set up for the event between 4:00 and 5:00 pm. We encourage you to arrive by 4:45 to get checked in and grab a bite to eat before students arrive at 5:30 pm. The first 30 minutes of the main event is reserved for accounting students exclusively. At 6:00 pm accounting students will continue to participate and other Business majors (such as Finance, Information Systems, and Data Analytics) will join the crowd.

Speed Networking

Speed Networking will be held just before the Firm Night main event. Space is limited to 18 firms, first-come, first-served. This popular event fills up quickly, so register soon! We can place interested firms on the wait list if you are not able to secure a spot when you register.

During the Speed Networking session 1-2 firm representatives will sit at a table. 1-2 accounting students will join you at your table. You'll have 4 minutes to introduce your firm and ask the students questions. After 4 minutes a bell will ring. Students will promptly stand up and move to the next table.

You'll have the opportunity to meet with about 30-36 of our best accounting students. Resumes for speed networking students will be provided in advance. This session is restricted to pre-screened accounting students only. Preference is given to sophomore or junior level students who intend to pursue the CPA.

There is no additional cost to the firm to participate in Speed Networking.

If your firm chooses to participate in speed networking, please ensure that only 1-2 representatives arrive by 3:45 pm. Other firm representatives should arrive for the main event between 4 and 5 pm. You can bring brochures/fliers to Speed Networking, but please reserve other (optional) items, such as signage or swag, for the main event.