

Rutgers, The State University of New Jersey

Accounting Recruiting Program Guidelines - 2016/'17

Recruiting Cycles for Academic Year 2016/ 2017

Fall Recruitment for Internship Recruitment (Winter/Spring 2017)	- Class of 2017/'18
Fall Recruitment for Internship Recruitment (Summer 2017)	- Class of 2018/'19
Fall Recruitment for Professional Entry-Level Career Opportunities	- Class of 2017 [ONLY]
Spring Recruitment for Internship/Externship Recruitment (Summer 2017)	- Class of 2019/'20

Fall Recruitment Dates

First initial Interviews	Sept. 20 (Nwk); Sept. 19(NB); through October 14, 2016
Second Interviews	October 17 through November 4, 2016
"Offer" Expiration Date	November 18, 2016*

*Exceptions to expiration date will be made if students need an extension

Spring Recruitment Dates

First initial Interviews	January 31 through March 3, 2017
Second Interviews	March 6 through March 31, 2017
"Offer" Expiration Date	April 7, 2017

The Career Centers at the Newark and New Brunswick campuses will function as the "central link" for recruitment for ALL of the participating employers.

Students who contact employers directly concerning interviewing for internship and/or entry-level professional positions will be referred back to their respective Career Center for involvement in the formal on-campus recruitment programming.

Alumni [2016] may apply directly to the employers' web site **or** through their respective career services office. Interested alumni MUST see a Career Counselor during Walk-In Period to learn how to proceed.

On-Campus / Off-Campus Events

Employers will be permitted to conduct Information Sessions according to campus / career center policy. Employers may hold pre-interview receptions the evening before their on-campus interview dates. If such events are held off-campus, employers will be responsible to see that the event is alcohol free. Career Services **MUST** be informed at the earliest possible expediency about the scheduling of such off-campus events.

Extending and Accepting "Offers"

Offers can be transmitted to the student (candidate) at any time during the recruiting period. **HOWEVER**, no student (candidate) will be required to respond to an offer prior to the agreed upon "Offer Expiration Date".

Full-time "offers" may be made to a student who has already "interned" with that organization (or a Junior involved in a summer program), and in this situation, the agreed upon "Offer Expiration Date" is: **September 16, 2016 (externships and internships)*.**

*Exceptions to expiration date will be made if students need an extension

Employers will notify Career Services of offers accepted no later than September 18.

On-going – For firms making full-time offers to winter interns, September 16 is acceptable as long as students are transparent with the firm regarding additional (summer) internship acceptances