

FALL 2024 FULL-TIME & INTERNSHIP OFFER GUIDELINES

The following guidelines were created by The Career Center to establish equitable time-frames for students and employers in the recruiting process at The University of Oklahoma. It is in the mutual best interest of our students and employers to allow adequate time-frames for students to make information-based and experience-based employment decisions. Doing so requires the opportunity for students to explore a full range of employers before making a commitment. Our hope is that these guidelines will enhance the recruiting experience for both students and employers, as well as minimize circumstances of renege offers.

Please note: These guidelines do not prohibit employers from extending early offers. They are also not intended to discourage students who have clarity about their options and are ready to make a decision from accepting an offer early-on in the recruiting process. The Career Center subscribes to the National Association of Colleges and Employers (NACE) Principles for Professional Practice for all recruiting practices, and encourages all employers to familiarize themselves with the NACE advisory opinion on setting reasonable deadlines for job offers found [here](#).

OFFER GUIDELINES

Adherence to the following guidelines is requested of all employers recruiting University of Oklahoma students in order to promote a fair and ethical recruiting process.

Offers Extended During the Fall Recruiting Process (September 11 - November 22): Fall recruiting officially begins with the Sooner Showcase Job & Internship Fair on Wednesday, September 11th, and the first day for preselect on-campus interviews is Monday, September 23rd. For internship and full-time offers extended as a result of the Fall 2024 interview season, offers should remain open until the second Friday in October (which is the end of the third week of the interview season, October 11th). This timeline will enable students to fully participate in the recruiting process before being required to make a decision.

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Offers Extended to Current Summer Interns: Employers are encouraged to give students until the second Friday of October to make a decision. Additional time may be requested by the student and granted at the discretion of the employer.

Offers Extended Outside of the Fall On-Campus Interviewing Period: Employers are encouraged to give students a minimum of two weeks to accept an offer in this instance.

When all employers follow equitable recruiting time-frames and refrain from exerting undue pressure on students to accept offers, the risk of student reneges is minimized and the quality of hiring is maximized. While advising our students, The Career Center emphasizes professional and ethical behavior when considering offers of employment and strongly discourages the practice of reneging. However, undue pressure and violation of the above time-frames significantly increase the likelihood of student reneges despite efforts made by our office.

A NOTE ABOUT EXPLODING OFFERS

Students should not be pressured to accept offers and/or any special diminishing incentives (i.e. tiered or expiring bonuses, reduced options for internship placement or location preference, etc.) sooner than the aforementioned time-frames. Doing so is a violation of the NACE Principles for Professional Practice, and could result in the suspension of access to the on-campus interviewing program at The University of Oklahoma.

If you have any questions, please contact:
Kyle Pedersen
Senior Assistant Director, Recruiting & Development
Kpedersen@ou.edu