## **On-campus Recruiting Guide**

The Whitworth University On-campus Recruiting (OCR) program provides employers and students with a convenient opportunity to interview on campus during the fall and spring semesters for full-time internship and summer positions. Current students and recent graduates from all degree areas are eligible to participate in this program.

## Eligibility

Employers who are hiring candidates for bona fide jobs or internships may interview through Whitworth's OCR program. A bona fide job is defined as a professional position that is salaried (not 100 percent commission) and does not require the candidate to pay a fee for training, equipment, application procedures or other job-related expenses.

A bona fide internship opportunity is one where the student works on a project of importance to the organization, receives timely instruction and feedback from the supervisor, and has a mentor-like relationship with someone in the organization who can teach about the organization, in particular, and the industry as a whole.

Employers may only recruit on campus for existing job vacancies or those that will exist by the time a candidate is available for employment with the organization. On-campus interviews must be directly scheduled and conducted by the organization's employees, rather than by third-party representatives.

On-campus recruiting includes:

- Tabling
- Information sessions
- Classroom visits
- Workshops
- Events