



Alumni & Career Services

EMPLOYER RECRUITMENT POLICIES AND PRINCIPLES

This document outlines the policies and principles that regulate employer recruitment activities at the University of Richmond.

As a member of the National Association of Colleges and Employers (NACE), the University of Richmond's Alumni & Career Services adheres to the Principles for Ethical Professional Practice developed by this association (<http://www.naceweb.org/principles>). All employers recruiting at the University of Richmond (e.g. on-campus, virtual, etc.) must adhere to these principles.

In addition, all employers recruiting and hiring students of the University of Richmond are to read and abide by the following policy regarding employment offers:

- If an employment offer is extended at the beginning of an academic semester (<https://registrar.richmond.edu/planning/index.html>), employers are to provide students a minimum of six-weeks from the first day of classes within that same academic semester to allow adequate time for decision-making.
- At all other times of the year, a three-week decision-making period is sufficient. However, students should also have the ability to request a deadline extension for the acceptance of an offer.

Alumni & Career Services recognize that the definitions of sufficient time and a reasonable period of time will vary, given industry standards and the student's prior experience with the employer, as well as offer timing, proximity to graduation date, and employment start time. Shorter decision time frames would be appropriate if the candidate's graduation date and employer start date are close.

The best employment decisions for both students and employers are those that are made with the greatest amount of information. Students given sufficient time to gather thorough information related to all available job opportunities are more likely to make good long-term employment decisions. An exploding offer requires a student to choose an employment offer within a very short period of time or have the offer rescinded. When faced with exploding offers, some students may have the potential to renege on their accepted offer at a later date. Alumni & Career Services does not condone or tolerate renegeing of offers.