

## **STUDENT AND ALUMNI USER AGREEMENT**

2020-2021

Alumni and Career Services (ACS) expects students and alumni to adhere to the following Professional Standards of Conduct, as a condition for participating in **advising, workshops, events, and recruiting activities administered or organized by University of Richmond (“UR” or the “University”)**.

### **Professional Standards of Conduct**

I (student/alum) agree to:

- Provide accurate and honest information about my education, achievements, and experience. This includes representing a cumulative grade point average (“GPA”), if provided, to the hundredths place value (two numbers after the decimal point), without rounding to the tenths place value (one number after the decimal point), and should always match the cumulative GPA as indicated on the most recent University of Richmond transcript. Providing a cumulative GPA that is inconsistent with the guideline above may result in an Honor Code violation.
- Prepare to the best of my abilities, and conduct myself professionally as a representative of the University of Richmond.
- Accept an employment, internship, or shadowing offer in good faith, with the full intention of honoring the commitment. If I am unsure or feel pressured to accept an offer, I will contact ACS for assistance rather than accepting the offer and later reneging. Upon accepting an offer, I will withdraw from the interviewing process with all other employers, which includes declining subsequent invitations to interview.
- Cancel any indication of attendance, including advance registrations or reservations, with adequate notice of two business days unless directed otherwise. If an emergency should arise and I am unable to honor my commitment, I will contact ACS immediately. I understand that my absence impacts others and potentially prevents an opportunity for a fellow student or alum.

### **Failure to Comply with Professional Standards of Conduct**

ACS expects each student and alum to adhere to these Professional Standards of Conduct. When a student or alum fails to comply, it reflects poorly on the University, jeopardizes recruiting relationships, and misuses University and partner resources. Depending upon the severity of non-compliance with the Professional Standards of Conduct, you may be subject to the following consequences:

- ✓ Honor Code violation
- ✓ Suspension of SpiderConnect access
- ✓ Prohibited from participating in on-campus recruiting activities and ACS programs and events
- ✓ Required meeting with the Director of Career Services
- ✓ Required letter (or e-mail) of apology to all parties affected

### **SpiderConnect Release of Liability**

SpiderConnect, the University's online recruiting database allows students and alumni to search for opportunities posted by employers/organizations as well as register for programs and events offered by ACS and partners.

- The provision of information regarding an organization or opportunity in SpiderConnect does not imply that the University of Richmond has a relationship with the organization or that the University has fully investigated the organization and the nature of the work or activities involved in the opportunity.
- The provision of information regarding an organization or opportunity in SpiderConnect does not indicate an endorsement or recommendation by the University or ACS.
- It is the responsibility of students and alumni to exercise their own independent due diligence and take all necessary precautions when pursuing opportunities and accepting offers, including checking the credentials and integrity of the applicable organization(s).
- Compensation, job responsibilities, work conditions and similar items are agreements between the student/alum and the applicable organization.
- The University does not accept responsibility for any liability arising out of an opportunity posted in SpiderConnect or from links provided to other websites.

### **Photography/Video Consent and Release**

By registering for or attending an ACS program or event, I understand and authorize the University of Richmond to copyright and publish all photographs and videos in print or electronic format in which I appear or speak that are taken by or for the University of Richmond. Contact ACS with questions or concerns regarding this University Policy.

### **Accommodations**

ACS encourages persons with disabilities to participate in events, programs, sessions, etc. sponsored by ACS or its partners. If accommodations are needed, contact ACS at least one week prior to the event. If participating in an event where food and drink will be provided, notify ACS of any dietary restrictions or life-threatening allergies.

### **Disclosure of Contact Information**

By using SpiderConnect you allow University of Richmond employees to share your contact information, including email, with external organizations for networking or recruiting purposes.

### **Right of Termination and Revision**

The University of Richmond reserves the right to discontinue any or all services at any time or to revise the terms and policies of this Student and Alumni User Agreement. When terms and policies are revised, they will be posted on SpiderConnect and the ACS website. These terms and policies should be periodically reviewed to ensure compliance.

*I do hereby accept the terms of use outlined in the Student and Alumni User Agreement - 2020-2021.*