INTERNSHIP & FULL-TIME OFFER GUIDELINES

Career Services at OU has recently implemented a set of recommended guidelines for internship and full-time offers. Questions around offer expectations can be directed to Justin Morris at 405-325-1974 or jmorris@ou.edu.

The following guidelines were created by Career Services to establish equitable time-frames for students and employers in the recruiting process at OU. It is in the mutual best interests of both our students and our employers to allow adequate timeframes 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 recruiting organizations as well as minimize circumstances of reneged 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. OU Career Services subscribes to the National Association of Colleges and Employers (NACE) Principles for Professional Practice for all recruiting practices, including their policy statement on Reasonable Offer Deadlines.

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

Offers Extended from the Fall Recruiting Process (September 1 – November 1)
For internship and full-time offers extended as a result of the fall campus recruiting process (which officially begins on September 24), offers should remain open until the last Friday in October. This timeline will enable students to fully participate in the recruiting process before being required to make a decision.

**PLEASE NOTE**: Next Day Interviews after the Sooner Showcase and Engineering Career Fairs are intended to provide convenience to employers traveling from a distance to the Norman area. Next Day Interviews should not be used to gain early access (and extend early offers) to students.
For offers extended during the academic year outside of the fall on-campus interviewing period, employers are strongly encouraged to give students a minimum of two weeks to accept an offer. For offers extended to current summer interns, employers are strongly encouraged to give students until the last Friday of October to make a decision. Additional time may be requested by the student and granted at the discretion of the employer.

Undue pressure to accept offers increases the risk that students will renege. OU Career Services strongly discourages this practice when advising our students. However, undue pressure and violations of the above timeframes significantly increases 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.

If you have questions, please contact:
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