Spring 2015 Accounting Internship Recruiting Schedule and Guidelines
Career Services - University of Oklahoma

The schedule and guidelines were developed jointly by OU Career Services, the Steed School of Accounting, and the larger public accounting firms (i.e., BKD, EY, Deloitte, Grant Thornton, KPMG, and PwC) interviewing OU accounting majors for spring/summer 2016 internships. Other firms recruiting for spring and/or summer 2016 internships are also strongly encouraged to honor the guidelines related to final exams week, office visits, and acceptance deadlines.

The guidelines are intended to create a fair and efficient recruiting process for all participating employers. They are also designed to provide students the broadest set of opportunities possible while maintaining a manageable and respectful environment in which students can retain their focus on their studies. These guidelines are consistent with the standards set forth by the National Association of Colleges and Employers (NACE).

January 5th – February 27th
Students apply for on-campus interviews through their HIREsooner account. Students may also be required to apply directly to the firm’s web-based recruiting site.

January 26th – March 12th: Firm Sponsored Recruiting Events
Sponsoring firms may host a recruiting event during this time. Firms have agreed to hold no more than one recruiting event during the semester. **No alcoholic beverages are allowed to be served at these events.**

March 2nd
Sponsoring firms will receive resumes of students that requested on-campus interviews with that firm via HIREsooner.

March 10th – March 17th
Students selected for an interview will schedule an interview time during this week.

March 14th – 22nd
Spring Break

March 25th – April 8th: On-Campus Interviews
All participating firms will conduct on-campus interviews during this time. Each firm will conduct its interviews over a single day with no more than one participating firm on campus on any given day. Each firm may also hold an Information Session the night before they conduct on-campus interviews. **No alcoholic beverages are allowed to be served at these events.** To ensure that students are aware of all opportunities available to them, and out of respect for the professionals who have taken the time to visit OU to recruit, students are strongly encouraged to attend, with an open mind, all interviews they have requested. As explained below, any offers received prior to another scheduled interview will be held open at least until all office visits are completed. If circumstances make attendance impossible (e.g., illness, accident, etc.), a student should notify Career Services as soon as possible prior to the interview.

April 9th – May 1st: Firm Sponsored Recruiting Events
Sponsoring firms may host a recruiting event during this time. Firms have agreed to hold no more than one recruiting event during the semester. **No alcoholic beverages are allowed to be served at these events.**

May 4th – 8th: Final Exams Week
Participating firms have agreed to initiate no contact with students during this week, allowing students to focus on final exams.

May 11th – May 29th: Office Visits
Participating firms have agreed to conduct office visits only after the completion of final exams, avoiding any class or exam conflicts. To ensure that students are as informed as possible regarding all opportunities available to them, students are strongly encouraged to attend, with an open mind, all office visits for which they initially accept an invitation. As explained below, any offers received prior to another scheduled office visit will be held open at least until all office visits are completed.
June 1st: Acceptance Deadline
Participating firms have agreed to allow students at least until June 1st to consider an offer. Although students may accept before June 1st, earlier acceptance will not be required by the firm. Bonuses contingent on earlier acceptance will not be offered. This will allow students, and students are strongly encouraged, to honor all office interviews to which they have committed and not accept a position until all office visits have been made. Finally, students should notify any firms from which they received offers of their decisions.