



At the University of Oklahoma, we are committed to building strong, mutually beneficial partnerships with our employer community. To ensure a fair, transparent, and high-integrity recruitment environment for all candidates, all organizations recruiting on campus, virtually, or through our job board are expected to adhere to the following standards.

Ethical Standards & NACE Principles

All recruiting organizations must comply with federal, state, and local employment laws (including EEO and FLSA guidelines) and align with the NACE Principles for Ethical Professional Practice.

Prohibited Financial Demands & Upfront Costs

University of Oklahoma strictly prohibits opportunities that require financial investment or liabilities from students.

- **No Upfront Fees:** Positions that require candidates to pay a fee, purchase training materials, buy startup equipment/inventory, make a monetary deposit, or pay placement/application fees are not permitted.
- **No Unreasonable Financial Risk:** Roles involving personal financial liability, multi-level marketing (MLM), pyramid schemes, or franchise opportunities are ineligible for recruiting privileges.

Fair Compensation & Transparency

- **Accurate Role Representation:** Employers must provide clear, detailed, and honest job descriptions regarding duties, location, and total compensation structures.
- **Commission-Only Roles:** Roles that are 100% commission-based must explicitly disclose the compensation structure in the job posting. Positions that require a "draw against future earnings" are not considered salaried roles.
- **Internships:** All internship opportunities must comply with Department of Labor Fair Labor Standards Act (FLSA) guidelines regarding paid versus unpaid positions.

Pressure-Free Recruiting & High-Pressure Tactics

To allow students to make informed, responsible career choices, we expect employers to maintain reasonable decision timelines:

- **No High-Pressure Tactics or "Exploding" Offers:** Employers must refrain from aggressive recruitment practices, including exploding offers (offers requiring acceptance within an unreasonably short timeframe) or financial penalty incentives for early acceptance.

Continue on back >>>



- **Reasonable Offer Timelines:** We recommend granting candidates a minimum of 3 weeks (or until specific campus deadline dates in the fall/spring) to evaluate written offers.
- **Respectful Engagement:** Aggressive solicitation, high-pressure phone calls, or pressuring students to renege on previously accepted offers is considered a violation of our recruiting policy.

Third-Party Agencies & Campus Ambassador Roles

- **Third-Party Recruiters:** May recruit on campus only if they clearly identify the end-client organization to the Career Center and do not charge fees to applicants.
- **Brand/Campus Ambassadors:** Positions requiring students to collect personal data from peers or actively solicit other students on campus outside of official recruiting channels are prohibited.