

On-Campus Recruiting Student and Employer Rights and Responsibilities

Student Rights and Responsibilities

Right to accurate and complete information about employer's organizations and employment opportunities.

Right to courteous and professional treatment by employers throughout the interview process.

Responsibility to complete all steps in the On-Campus Recruiting process, including reading and understanding all On-Campus Recruiting policies and procedures. By registering on YCareers, students acknowledge that they will abide by all policies and procedures and agree to release of their employment materials.

Responsibility to provide accurate information in all phases of the On-Campus Recruiting process, including in your YCareers profile, resumes, unofficial transcripts, cover letters, and interviewing. Misrepresentation of information is a violation of the BYU Hawaii Honor Code and will result in referral to the Honor Code office.

Responsibility to honor all On-Campus Recruiting interviews. Late cancellations or no-shows will result in loss of interview privileges.

Responsibility to accept an offer only after careful consideration and to honor that professional commitment. It is unethical to renege after accepting an offer, except in cases of extreme personal emergency, or to continue interviewing.

Employer Rights and Responsibilities

Right to accurate and complete information about students' educational and employment histories.

Right to courteous and professional treatment by students throughout the interview process.

Responsibility for good professional practices, including adherence to applicable federal and state employment laws and Career Center recruiting practices.

Responsibility to provide accurate information online in a timely fashion to allow sufficient time for students and employers to complete the On-Campus Recruiting process. Employers are responsible for validating their selection criteria if needed.

Responsibility to honor scheduled interviews once students have been pre-selected. If an emergency forces a last-minute cancellation or a need for re-scheduling, employers should contact the Career Center and the affected students immediately.

Responsibility to avoid "exploding offers" to students. Students need sufficient time to make informed decisions and employers' reputations on campus may suffer as news of this practice spreads among students.