



Student Participation Agreement

Fall 2008 & Spring 2009 Interview Days

My signature below affirms my understanding of and agreement with the following requirements for participation in the Interview Days sponsored by the Iowa College Recruiting Network (ICoRN), the Selective Liberal Arts Consortium (SLAC), on-campus recruiters, or resume collections:

- **Interview Sign-Up & Commitment**

By submitting my resume(s) for consideration by employers, I am making a serious commitment.

If I am pre-selected by an employer, and I accept the interview, it is my responsibility to schedule all of my pre-selected interviews by the deadline date on CareerLink for ICoRN or eRecruiting for SLAC or on-campus/resume collections as specified.

- **Cancellation**

I understand that signing up for an interview is a serious commitment and I will not cancel unless there is an emergency. If I do cancel an interview, I must meet with Kathleen Powell to discuss the reason for missing the interview and to determine whether I will be able to participate in future interviews coordinated by the Consortium.

- **Failure to Attend**

If I fail to attend a scheduled interview with an employer:

- I must write an apology letter to the employer or contact them personally to explain the situation.
- I understand that I may have prevented another qualified candidate from interviewing.
- I realize that a no-show reflects negatively upon Grinnell College and may affect the future relationship the consortium has with employers.

- **Emergency**

If an emergency arises on the day of the scheduled interview, making it impossible to make the interview, I must contact the Career Development Office immediately by calling 641-269-4940.

- **Employer Research**

I understand that it is my responsibility to research the employer and the positions available before submitting my resume(s) to employers and before I attend an interview.

- **Professional Manner**

I will conduct myself at all interviews in the most positive and professional manner.

I have read, understand and agree to abide by the procedures and policies described above.

Name (**Printed** and Signature)

Date