



CAREER CENTER

The University of Alabama at Birmingham

Department: UAB Career Center

Division: Student Affairs

Creator: Brandon Wright

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Contact: btwright@uab.edu / 205.975.4355

Re: Policy Guidelines for Internship and Full-Time Offers

Students need time to make informed decisions when comparing and responding to offers. The best practices among employers with a history of recruitment success at the University of Alabama at Birmingham (UAB) are to give students most of the fall semester to make informed decisions. This time protects employers' campus reputations and helps students make final job offer acceptance decisions.

To give students enough time to make an informed and thoughtful decision, please give students the following minimum deadlines when accepting an offer:

- **Fall semester:** November 15, or two (2) weeks from the written offer (whichever is later)
- **Spring semester:** Two (2) weeks
- **Summer semester:** If you would like to make an offer of a return internship or full-time employment to a student at the end of a summer internship, the student has until November 15, or two (2) weeks from the written offer (whichever is later)

We also strongly advise that companies offer reasonable extensions to deadlines when requested so that the student has an opportunity to honor interview and site visit obligations. We appreciate the cooperation employers have shown in the past and ask for your continued flexibility this year.

Exploding Offers/Excessive Pressure

Employers are strongly discouraged from making offers with timing-based consequences such as diminishing bonuses or reduced options for location preferences. Furthermore, asking a student if he or she is ready to decide on the spot or asking a student to respond to a hypothetical offer is considered unacceptable. Exploding offers put undue pressure on students and compromised our efforts to enforce our student policy against renegeing.

If you experience any student-related issues regarding offers/renegees, please inform the UAB Career Center at careercenter@uab.edu. A member of our team will be happy to consult with you.

Employers who do not follow these guidelines increase the risk of students renegeing on offers, negative brand implications in the student community, and are subject to restrictions on future participation in recruitment activities at UAB.