

Recruiting Policies



Office of Career Development and Engagement (CDE)

(CDE) is committed to providing a fair and equitable place for both students and employers that will result in satisfied clients in the job search process. To maintain this fair environment, it is imperative that all processes be as transparent as possible on all sides. To ensure this, the following policies have been put into place.

1. All on-campus interviews will be requested, scheduled and approved by the Recruiting Coordinator in the CDE office utilizing the Morehouse Handshake Online Career System. All students will use Morehouse College Handshake CSM (Career Services Management) system – to sign up for interviews. Students sign up for interviews on a first come/first serve basis once selected to interview with your firm.
2. The National Association of Colleges and Employers (NACE) maintain that serving alcohol should not be part of the recruitment process and CDE agrees with that position. Employers should neither offer alcohol to candidates nor expect that candidates will consume alcohol during the interview process, whether on-campus or off-campus.
3. CDE discourages students from cancelling interviews. Therefore, they should not be asked, nor encouraged, to cancel first round interviews with one employer in order to make a second-round interview with another. Employers should be aware that many professors will NOT excuse students from class or exams for recruiting-related activities nor are they required to do so. To facilitate the process, we ask employers to offer alternative dates, without negative consequences, for a second-round interview if the original date conflicts with a first-round interview on-campus or another valid conflict exists.
4. In order to ensure that our students make the best decisions possible for both themselves and the employer, it is necessary that they be given the right to consider all options available to them. A student making a hasty, ill-advised decision often leads to renegeing on job offers, which is also heavily discouraged. This has recently become a challenging issue because several firms have adopted EARLY IDENTIFICATION PROGRAMS where they are requiring students to commit to internships a full summer ahead (a year in advance) before they are scheduled to begin.
5. Although we understand and appreciate the effort to “identify” and get commitments from “high quality” students as early as possible, it is often not in their best interests if students are discouraged from securing information and building relationships with other firms who can provide them a diverse perspective and alternate experience with which they can build a career. Consequently, we will advise our students to continue to secure as broad a set of options as possible even if they have been accepted into EARLY IDENTIFICATION PROGRAMS.
6. All employers working with the CDE are expected to abide by the following job offer policy. We realize the current pressures which exist in the economy as a whole and on recruiting specifically. Our commitment remains to provide you the best prepared applicant who can make decisions free of undue pressure and duress.

7. Offer Timelines

JOB OPPORTUNITY	DEADLINE
Full – Time Employment	November 3, 2023 or one month from offer, whichever is later.*
Summer Internship	March 8, 2024 or two weeks from offer, whichever is later. **

*Note - The November 3, 2023 (or one month from offer) date also applies to summer internship 2024 offers extended in the summer/fall 2023.

** Note – The March 8, 2024 (or two weeks from offer, whichever is later) applies to offers extended January/February/March 2024)

8. Exploding offers are not acceptable. Exploding offers are defined as those placing undue pressure on the student to accept, such as financial incentives (“We will give you a \$5000 bonus if you sign by a certain date”), other incentives (“Only so many slots are available so you have to sign early”), and other pressures (“If we offer you the job today, would you accept”).
9. To better serve our constituents, OCDE requests that employers notify us when an offer is extended to a student, as well as any subsequent response or action.
10. Employers who violate our recruiting policies without fair consideration may be denied access to our On-Campus Recruiting Process.

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