ASU Career Services
Arizona State University

Appointment Networking

Program Description



What is Appointment Networking?

Connecting Sun Devils to the people, experiences and possibilities that shape their futures.

Appointment Networking connects ASU students and alumni through meaningful, one-on-one conversations about careers, professional development and life after graduation. In just 30 minutes, students gain firsthand insight from professionals who have already navigated the decisions, challenges and opportunities they are facing.



Why participate as a student?

- Explore careers and industries beyond the classroom.
- Learn from real experiences and different career paths.
- Gain clarity and confidence when making career decisions.
- Build meaningful professional connections with the Sun Devil community.

Why participate as an alum?

- Give back by sharing the knowledge your career journey has taught you.
- Help students navigate decisions you once faced yourself.
- Expand your connection to the ASU community.
- Make a lasting impact on the next generation of Sun Devils.

One conversation can change how a student sees their future.

How to participate?

Step 1: Join the Program

Alumni complete the Alumni Interest Form to participate.

Step 2: Students explore opportunities

Students browse available alumni conversations and sign up through ASU CareerLink.

Step 3: Career Services makes the connection

Career Services matches students with alumni based on their career interests and goals. Students confirm their commitment and availability before an introduction is made.

Step 4: Connect and schedule

Career Services introduces the student and alum by email. Together, they confirm a meeting time and Career Services provides the Zoom invitation.

Step 5: Have the conversation

Students and alumni meet virtually for a **30-minute** conversation focused on career exploration, professional development and sharing experiences.

Step 6: Share your feedback

After the conversation, both participants receive a brief survey to share their experience and help strengthen the program.



Participant Expectations

To support a positive experience for alumni and students, participants must:

- Promptly respond to confirmation and scheduling emails
- Use "Reply All" in emails to keep Career Services informed.
- Provide availability for the next two weeks after receiving Career Services email.
- Consider the student's and alum's availability when selecting a meeting time.
- Attend the scheduled 30-minute conversation on time.
- Complete the brief post-conversation survey.

If a student does not respond to the introduction email within 48 hours, the alumni participant is not expected to follow up. Career Services will assist as needed.

Attendance Policy

Because alumni volunteer their time, students are expected to participate professionally and honor their commitments.

- Students who do not respond to scheduling emails, cancel at the last minute without an emergency or miss a scheduled appointment, may lose eligibility to participate in future Appointment Networking sessions.
- If the alum needs to cancel, they should notify the student and Career Services as soon as possible.
- Participants may leave the meeting if their corresponding partner is more than 5 minutes late and has not communicated a delay.
- Participants must complete the post-conversation survey before participating in another Appointment Networking session.

Career Services Commitment

Career Services is responsible for coordinating the program to make participation as simple as possible for students and alumni.

We will:

- Recruit participating students.
- Match students with alumni whose backgrounds align with their interests.
- Confirm student participation before making introductions.
- Facilitate the email introduction.
- Provide the Zoom meeting link and serve as the meeting host.
- Be available to assist with scheduling questions or issues.
- Collect feedback after each networking conversation to continually improve the program.

Thank you for being part of the Appointment Networking community. By sharing your time, experiences, questions and insights, students and alumni create meaningful connections that can inspire new possibilities, strengthen professional networks and shape the future of the Sun Devil community.

Contact Information

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