

STOCKTON UNIVERSITY | CAREER EDUCATION & DEVELOPMENT

Employer Guidelines

Career Education and Development at Stockton University provides assistance to employers seeking to recruit for full time, part time, internship and/or seasonal employment opportunities. Stockton University expects that employers act in accordance with the [Principles of Professional Conduct for Employment Professionals](#) outlined by [National Association of Colleges and Employers](#) (NACE), and comply with policies outlined in Stockton's [Student Handbook](#). In addition it is recommended that employers posting internships refer to [NACE's Internship Criteria](#). These principles and standards guide all of our college recruitment activities.

Specifically, Career Education and Development maintains the following guidelines:

The following organizations will be permitted to post jobs on our online job database system, Handshake (formerly StocktonWorks), www.stockton.edu/handshake/employer. However, they will not be permitted to participate in Career and Internship Fair events or on-campus interviewing programs.

Third-party Recruiters: These include executive search firms and employment agencies.

Commission-only Employers: These include organizations that do not pay a base salary to their employees.

Multilevel Employers (also known as "Pyramid Employers"): These include organizations that depend on employees recruiting others to sell products and services on a commission basis.

Upfront Product Purchase Employers: These include organizations that require employees to invest their own resources in the purchase of supplies, products or services to carry out their business.

Solar Companies: These include organizations that employ "grassroots" or "guerilla" marketing strategies to sell energy solutions to residential and commercial properties.

In addition, ALL employers recruiting at Stockton University must abide by the following:

- Provide appropriate permanent contact information.
- Clearly indicate the organization name, supply accurate information on their organization, employment opportunities, and compensation packages.
- Not solicit or sell their products during the course of recruiting.
- Fully disclose the structure of their compensation packages and business costs incurred through their first year of employment.
- Must maintain the confidentiality of student information, regardless of the source, including personal knowledge, written records/reports, and computer databases.
- Comply with [Stockton's EEO standards](#).

Violations

Career Education and Development reserves the right to refuse service and deny recruiting privileges to any employer who does not comply with the recruiting guidelines listed above.