

## Handshake Policies – Employer Approvals

*NDSU Career and Advising Center*

*Updated July 13, 2022*

1. Employers must provide equal opportunity in recruiting practices and offering employment free of discrimination on the basis of age, color, gender expression/identity, genetic information, marital status, national origin, physical or mental disability, pregnancy, public assistance status, race, religion, sex, sexual orientation, or U.S. veteran status.
2. Companies must provide an address, phone number, and provide an operational website.
3. All representatives in the employer profile must have an email address affiliated with the company.
4. NDSU holds the right to decline employers that have a residential address that the company is not registered at.
5. NDSU holds the right to decline employer access on Handshake with trust scores lower than 70%.
6. NDSU holds the right to decline employer access on Handshake to those who have been flagged by other college and universities for suspicious or fraudulent activity.
7. NDSU holds the right to decline employers that recruit students for campus brand ambassador/representative positions.
8. NDSU holds the right to decline employers that recruit students for door-to-door sales positions.
9. NDSU holds the right to decline employers that recruit students for positions within multi-level marketing.
10. NDSU holds the right to decline employers that require an up-front cost for training or employment.
11. NDSU holds the right to decline employers who students have reported receiving spam messages from through the platform.
12. NDSU holds the right to decline third party recruiters that do not state the company name they are recruiting for in their postings.
13. NDSU holds the right to decline companies outside of the United States.  
Approval will be based on the ability to determine legitimacy with the information given in Handshake.