Employment Offer Guidelines
Academic Year 2022-2023

Lehigh University’s Center for Career & Professional Development supports the following principles, based on the “Reasonable Offer Deadline Guidelines” as published by the National Association of Colleges and Employers (NACE).

- We recommend that employers provide students a minimum of two weeks to decide on an offer; and that the company provides the students the opportunity to request deadline extensions to allow a reasonable period for investigation of other recruiting opportunities for comparison. However, we recognize that the definitions of ‘sufficient time’ and ‘reasonable period’ will vary, given industry standards, a student’s prior experience with the employer, offer timing, and proximity to the graduation date/start date.

- Providing sufficient time for students to evaluate the employment opportunities offered to them allows them to make the wisest decisions for all concerned, creating a positive experience for candidates and employers, and ultimately reducing renege and attrition rates.

As we look ahead to the 2022-2023 academic year, the following represent important student events and recruiting dates for Accounting majors:

- Fall 2022 Career Expo: virtually hosted on Handshake platform on Thursday, September 15th, 4:00 - 7:00 PM
- Fall 2022 Virtual/On-Campus Recruiting scheduled via Handshake and upon request

<table>
<thead>
<tr>
<th>Offers Resulting from:</th>
<th>For:</th>
<th>Cannot expire before:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer 2022 Internships</td>
<td>Full-time Conversion Offer or follow-up on internship offers</td>
<td>Friday, August 26, 2022, or two weeks from date of the written offer, whichever is later</td>
</tr>
<tr>
<td>Fall 2022 Interviews</td>
<td>Full-time or internship Offers</td>
<td>Friday, October 28, 2022, or two weeks from date of the written offer, whichever is later</td>
</tr>
</tbody>
</table>

This information is being shared with employer partners and students to ensure a positive recruiting experience for the 2022-2023 academic year. We look forward to facilitating and supporting these important connections and networking opportunities.

Best Regards,

Lori Kennedy, M.Ed.
Senior Director, Center for Career & Professional Development
610-758-4665

Cheryl A. R. McCue, Ed.D.
Director of Employer Engagement
610-758-6846