



**Employment Offer Guidelines  
Academic Year 2021-2022**

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 2021-2022 academic year, the following represent important student events and recruiting dates for Accounting majors:

- Fall 2021 Career Expo: virtually hosted on Handshake platform on Thursday, September 23rd, 4:00 - 7:00 PM
- Fall 2021 Virtual/On-Campus Recruiting scheduled via Handshake and upon request

<b>Offers Resulting from:</b>	<b>For:</b>	<b>Cannot expire before:</b>
Summer 2021 Internships	Full-time Conversion Offer or follow-up on internship offers	Friday, August 27, 2021, or two weeks from date of the written offer, whichever is later
Fall 2021 Interviews	Full-time or internship Offers	Friday, October 29, 2021, or two weeks from date of the written offer, whichever is later

This information is being shared with employer partners and students to ensure a positive recruiting experience for the 2021-2022 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  
610-758-2816

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