

## SDSU Accounting Recruitment Timeline and Guidelines 2018-2019

### TIMELINE + KEY DATES

| <b>AZTEC CAREER CONNECTION (ACC)</b>  | <b>DATE</b>              |
|---|--------------------------|
| Apply for 2019 Internship & Full-Time Positions posted on ACC<br><i>Note: Some positions may be scheduled as On-Campus Interviews</i> | September + October 2018 |
| Apply for 2019 Student Leadership Programs + Remaining Full-time Positions + Internships  | January 2019             |

| <b>INITIATIVE/EVENT</b>   | <b>DATE</b>                          |
|---|--------------------------------------|
| Extension of Full-Time Offers – In-house interns  | Upon Completion of Summer Internship |
| Extension of Offers to SLP Participants for Internships 2019  | July 16, 2018                        |
| Deadline to accept In-House SLP Participants for Internship Offers  | August 6, 2018                       |
| Deadline to accept Offers of Full-Time Opportunities by In-House Interns  | August 6, 2018                       |
| Summer Firm Office Tours  | August – September 2018              |
| <b>Meet the Firms (Networking Event)</b> hosted by Student Accounting Society (SAS)                                     | <b>October 5, 2018</b>               |
| <b>On-Campus Firm Interviews (OCI)</b>  | <b>October 8 – November 2, 2018</b>  |
| Earliest date firms can require students to accept or decline a 2019 offer  | November 16, 2018                    |
| Winter Break  | December 20, 2018 – January 21, 2019 |
| <b>Spring Leadership Connection Networking Event</b> hosted by Association for Latino Professionals for America (ALPFA) | <b>February 15, 2019</b>             |
| <b>Spring On-Campus Interviews (OCI)</b>  | <b>February 18 – March 15, 2019</b>  |
| Spring Break  | April 1 – April 5, 2019              |
| <b>Spring Awards Banquet</b> hosted by Beta Alpha Psi (BAP)   | <b>April 26, 2019</b>                |
| Extension of Full-Time Offers – In-house Interns  | Upon Completion of Summer Internship |
| Extension of Offers to SLP Participants for Internships 2020  | July 26, 2019                        |
| Deadline to accept Full-time Opportunities by In-House Interns  | August 9, 2019                       |
| Deadline to accept In-House SLP for Internship Offers   | August 9, 2019                       |

### GUIDELINES + BEST PRACTICES

#### Fall 2018

##### Acceptance of Offers (2018 Full-time + Summer Internships)

- SDSU SLP Participants and in-house interns have until **August 6, 2018** to accept or decline internships or full-time offers. SDSU students have until **November 16, 2018** to accept or decline offers for 2019 full-time and summer internships.
  - Employers cannot require students to accept any offers before **November 16, 2018**. Incentives that require acceptance prior to November 17 are prohibited.
  - It is up to the student to decide whether to accept an offer. Students may accept an offer as soon as they are comfortable doing so, or by **November 16, 2018**.
  - Should any firm pressure a student to accept prior to Nov 16 please feel free to contact Dr. Damon Fleming [dfleming@mail.sdsu.edu](mailto:dfleming@mail.sdsu.edu) or Brianne Wada at [bwada@sdsu.edu](mailto:bwada@sdsu.edu).

##### \*On-Campus Firm Office Hours

- Schedule a time to meet via [Aztec Career Connection](#). Firms are advised to reserve a room at least 3 weeks in advance by contacting David Rodgers at (619) 594-4376 or [drodgers@mail.sdsu.edu](mailto:drodgers@mail.sdsu.edu).

### **Meet the Firms (Networking for Full-time Hires & Summer 2018 Internships)** [October 5, 2018]

- Career-fair style event for firms and students to meet one another and learn about opportunities.
- **RSVP** for event through ***Student Accounting Society (SAS)***
- *Contact:* [saspresident.sdsu@gmail.com](mailto:saspresident.sdsu@gmail.com)
- Business attire required.

### **Fall On-Campus Interviews (OCI) - (for Full-time Hires & Summer 2019 Internships)**

- OCI will generally take place between October 8, 2018 and November 2, 2018.
- Expect most jobs and internships announcements to go up on [Aztec Career Connection](#) in September. Deadlines vary. Check the site weekly from August through October for best chance to catch announcements.
- Employers will notify Career Services of the students they select for On-Campus Interviews **at least one week** in advance of their interview dates.
- Firms are advised to submit interview room reservation requests and job postings affiliated with these room requests through [Aztec Career Connection](#).
  - Rooms must be arranged at least 6 weeks in advance. Questions? Contact David Rodgers at (619) 594-4376 or [drodgers@sdsu.edu](mailto:drodgers@sdsu.edu).
  - Enrolled students are not allowed to be OCI greeters.
  - Additional rooms to accommodate lunches must be arranged at least 2 weeks in advance by contacting David Rodgers at (619) 594-4376 or [drodgers@sdsu.edu](mailto:drodgers@sdsu.edu).

### **Spring 2019**

#### **Spring Leadership Connection - Networking Event** [February 15, 2019]

- Career-fair style event primarily for sophomore students applying for Summer Leadership Programs.
- **RSVP** for event through ***Association for Latino Professionals for America (ALPFA)***  
*Contact:* [sdsualpfa@gmail.com](mailto:sdsualpfa@gmail.com)

#### **Spring On-Campus Firm Interviews (OCI)**

##### **(Summer Leadership Programs + any remaining 2019 full-time hires + summer internships):**

- Employers cannot schedule OCIs during spring break (April 1 – April 5).
- Enrolled students are not allowed to be OCI greeters.

#### **Spring Awards Banquet** [April 26, 2019]

### **WORKSHOPS / TRAININGS**

Firms typically host Office Tours during the summer and Office Hours during the Fall and Spring semesters (see schedule on pg. 1). Check [Aztec Career Connection](#) for more information.

SDSU Career Services and [student organizations](#) also host workshops in the Fall and Spring to prepare students for upcoming recruitment events. Employers: If you would like to co-present please contact Brianne Wada at [bwada@sdsu.edu](mailto:bwada@sdsu.edu).

### **AZTEC CAREER CONNECTION**

Aztec Career Connection is SDSU's online career and employment management system for students, employers and alumni. It is the hub of accountancy recruiting, which means updating information and checking it regularly is highly suggested for the most successful recruitment experience.

[Aztec Career Connection for Employers](#)

[Aztec Career Connection for Students](#)