

UIC Careers – Student/Alumni User Agreement

By using UICcareers students and alumni agree to the following terms.

I, as a UIC student and/or alumni, agree to:

- Provide accurate information - I certify that my job search documents and profile information are truthful and accurate.
- Grant access - I understand that UIC staff from participating career, internship, and employment offices may review the information and/or documents (e.g., resumes, cover letters) that I post to UICcareers for the purpose of ensuring quality and appropriateness of documents and/or evaluating career services programming. At no point will any identifying information be shared with outside parties.
- Keep all interview appointments - Missing a scheduled interview is unacceptable and unprofessional. I understand that should I miss a scheduled interview, my UICcareers account will be immediately disabled. If I need to cancel, I will cancel at least 2 business days in advance of the interview. In an emergency situation, I will notify the appropriate career, internship, or employment office as soon as possible and provide appropriate documentation.
- Notify employers of my acceptance or rejection of offers by the mutually agreed upon time/date.
- Honor an accepted offer and discontinue interviewing upon providing verbal or written acceptance. I understand that renegeing is unprofessional and may result in loss of the privilege to use UICcareers.
- Accept interviews only with employers with whom I am genuinely interested in working with.
- Abide by the UIC Careers Terms of Use (<http://tiger.uic.edu/depts/ocs/uiccareers/terms-of-use.pdf>)

I also understand that each career, internship, and employment office may have additional policies that are specific to the services that office provides.

In addition I accept that:

Any intentional misuse of UICcareers such as knowingly falsifying information on the www.uiccareers.com website **will result in permanent removal from UICcareers services**, including on-campus interviews and the resume database. Disciplinary action from the university Judicial Board may also be pursued which could result in Expulsion, Dismissal, or Suspension from the university. (Refer to the Student Disciplinary Procedure of the Senate Committee on Student Discipline – section III-C: Just Cause for Discipline - Withholding Information or Giving False Information. <http://www.uic.edu/depts/dos/docs/StudentDisciplinaryPolicy0809withpagenumbersandcov.pdf>)