



INTERVIEW DAYS POLICIES & RECRUITERS

INTERVIEW DATE: FEBRUARY 28, 2012--9:00 A.M. - 3:00 P.M.

LOCATION: BAKER UNIVERSITY-OVERLAND PARK

ON-LINE SIGN UP DATES: January 23, 2012 – February 20, 2012

Important Information--Please read the following policies carefully. Due to the complexity of the scheduling process among students from 10 colleges/universities, the following guidelines apply. DO NOT SIGN UP UNLESS YOU WILL ACCEPT INTERVIEWS AT ANY TIME DURING THE DAY AND WITH ANY COMPANY YOU SELECT.

- You will be given the opportunity to select all companies in which you have an interest; however, you will be given the chance to rank them 1, 2, 3, etc. You should check the website for company & position additions. Prioritize your choices before February 17. If you are interested in multiple positions within a company, select the position you are most interested in; you will be allowed to sign up for only one position per company (unless otherwise specified by the company) but you can interview for multiple positions with the Human Resources representative. Your chance of interviewing with top priority companies is directly related to the priority of other students and your ranking.
- Candidates will be selected from each school to interview with companies based upon date/time of sign-up, preferential ranking, and appropriate qualifications as established by employers. If qualified, you may be designated as an alternate and offered an interview if a cancellation occurs.
- Resumes are required to complete the sign-up. Upload your resume to the COSMC site before you make selections. Additional resumes should be brought to the Interview Day as some interviews may be negotiated on-site.
- Please reserve the entire day (February 28th) for interviewing. It is in your best interest to be available, should a cancellation occur in one of your preferred employers' schedules. Alternates are often granted interviews that day.
- Times selected for your interviews are non-negotiable. Once schedules are set and you have been notified, please arrange your personal schedule to accommodate the interview times assigned.
- No-shows are considered irresponsible and unprofessional. You can go in and out of the program to make changes in your selections until February 21st when schedules are run. You will receive an email of your schedule once they are run – you may also view your schedule on the COSMC-KC website. If you absolutely must cancel, contact Career Services by 5 February 23rd so another student may interview in your place. Cancellations after that date will be regarded as no-shows.
- No-Show Policy -- no-shows must write a letter to each scheduled employer within a week of the interview date explaining reason for absence. A copy of this letter must also be submitted to Career Services. Failure to do so may result in discontinuance of services.
- Alumni of sponsoring colleges are eligible to sign up for interviews; however, graduates completing degrees after the summer of 2012 will only be allowed to sign up for internships (juniors preferred).
- Apply now at <https://aps1.missouriwestern.edu/COSMC/>

Applied Learning Processes
Avis Budget Group
Dollar Rent A Car
DST Systems
Edward Jones Investments
Enterprise Rent-A-Car
Farmers Insurance
Federal Bureau of Investigations
Federated Mutual Insurance Co.

Multi Service
Nebraska Furniture Mart
Northwestern Mutual Financial Network
Perceptive Software
Platform
Sherwin Williams Company
State Street Corporation
Target
The Prudential Insurance Company of America

First Investors Corporation
Ken-A-Vision

Woody Financial Group

