

UW Big 5 Recruiting Guidelines: Fall 2018

UW/ Big 5 Accounting Firms Guiding Principles:

- 1) Operate based on what is in the best interest of the candidates
- 2) Advise candidates to be responsible/accountable for their own recruiting process
- 3) Campus recruiting representatives are responsible for communicating and ensuring guidelines are followed
- 4) If a recruiter or firm office violates these guidelines, a review of the violation will be conducted by UW.

Actions will be reviewed on a case-by-case basis to determine whether sanctions should be applied to the firm's future recruiting position

Fall 2018 Eligibility Guidelines:

Full-time Fall 2018 candidates: Final Graduation date* (including Master's if applicable) and/or CPA eligibility between Dec. 2018 and Aug. 2019.

Intern Fall 2018 candidates: Final Graduation date* (including Master's if applicable) and/or CPA eligibility between Dec. 2019 and Aug. 2020.

*Graduation date requirement applies to non-CPA candidates only, especially those with December graduation / CPA eligibility dates, are strongly encouraged to connect with firms and build relationships with campus recruiters to ensure they have the correct information about their recruiting timeline with that firm.

FALL 2018 QUIET PERIOD

Begins: Friday, October 19th 8am

Ends: Monday, November 12th 8am

Communications allowed during the Quiet Period:

- * Correspondence to/from the recruiting teams regarding interview and office visit logistics
- * Offer extensions from partners
- * Responses to student email or phone call inquiries placed to recruiters, partners, or client service staff
- * Communication of case competitions running during quiet period time

Offer Extension and Decision Deadline Dates

Fall Offer Extension Date for Full-time/Interns: Monday, October 22nd

Decision Deadlines for Full-time/Interns: Friday, November 16th

SLP (Internship Offer): Immediately after SLP program

Decision Deadlines for SLP (Internship Offer): Wednesday, September 26th

Out of Market Offers

Once a candidate confirms focus outside Seattle, then the candidate is eligible for that location's offer extension rules.

Early Offers to Summer Leadership Candidates

Summer Leadership Conference candidate to be defined as a student who interviewed for and received an invitation to a firm's Summer Leadership Conference, whether or not they were available to actually attend.

Miscellaneous Recruitment Information

- OCI Postings: Postings will go live in Husky Jobs the Tuesday after Labor Day
- Bypass: Husky Jobs system bypasses will be honored when sent directly from employer/recruiter
- Recruiters can send a complete Excel spreadsheet of their selections to Employer Services Manager prior to selection deadline
 - Each recruiter will receive their specific deadline for candidate selections, and specific interview schedule details that must be adhered to
 - Candidate selections and interview times have to be in compliance with the available interview times according to the system
 - Revisit recruiter ability to manage own schedules in Husky Jobs for Leadership Development Program recruitment
- Greeters: A maximum of three greeters, including campus recruiter
- Guidelines and timelines will be sent to students via Husky Jobs, BAP advisor/president, faculty and undergraduate programs staff
- Guidelines are specific to Big 5 firms
- Early Programs: Evaluated by leadership team on case by case basis