

# ONBOARDING PROCESS FOR ON-CAMPUS HIRING MANAGERS

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IES **DO**

# Visit



<https://app.joinhandshake.com/login>



Hmmm...

Looks like there is no account on file for  
pamelab@ncat.edu

Select



You can sign up for a new account by  
selecting one of the following options:

I'm an Employer

I'm a Student or Alumni

I'm with Career Services

Is this not you? [Switch Accounts.](#)



# Get the job done .

## Students

Launch the next step in your career.

## Employers

Hire the next generation of talent.

## Career Centers

Bring the best jobs to your students.

[Learn More](#)

No account? [Sign up here.](#)

# Sign in

## Students & Alumni

Please select your school to sign in.

**New to Handshake?** Select your school to get started.

## Employers & Career Centers

Please sign in with your email.



## Sign up as an Employer

First Name

Last Name

Email Address (use your work email)

Password

Confirm Password

Phone Number

Create password

Sign Up



## One Trusted, Integrated Network

Recruit top students from over 400 University partners



## Optional Selections

Welcome to Handshake, Molly

Before continuing, we need a bit more info

Tell us the types of students you wish to recruit

- Agriculture, Food & Horticulture
- Arts & Design
- Business, Entrepreneurship & Human Resources
- Civics & Government
- Communications
- Computer Science, Information Systems & Technology
- Education
- Engineering

Add your Alma Mater

School Name

Select School

Graduation Year

2017

My school is not listed, let me type my own

[Add another Alma Mater](#)

[Next: Employer Guidelines](#)



Rich, Validated Data

Find the right fit across 8.5 million verified student profiles



550k business students



360k finance students



245k computer science students



435k consulting students



# Handshake Employer Guidelines

Millions of students place their trust in Handshake and the companies on our platform. To maintain that trust, all employers on Handshake must agree to the following general guidelines, in addition to our [Terms of Service](#):



**Be Accurate and Trustworthy:** Tell the truth about your company, your team and the jobs available.



**Keep Your Commitments:** When you make a commitment to a school or student, keep it. If you can't, work to provide a fair and equitable path for affected students.



**Be Fair:** Do not discriminate based on ethnicity, national origin, religion\*, age, gender, sexual orientation, disability or military / veteran status or lack thereof.



**Keep Student Info Confidential:** Guard student information as if it were your own. Do not disclose any personal information without the prior consent of a student.

In addition, most career service centers require employers to abide by the full [NACE Principles for Employment Professionals](#).

Are you a 3rd party recruiter working on behalf of another company?

Yes

No

Select "No".

By continuing, you agree to the [Terms of Service](#), acknowledge you have read the [Privacy Policy](#), and agree to Handshake's Employer Guidelines. You will also receive communication from Handshake related to your jobs and on campus activities.

*\*As with EEOC's Title VII, this does not apply to institutions whose purpose and character are primarily religious (i.e. a ministry).*

Next: Confirm Email

# Check your NCAT email to confirm your Handshake account.



Great! You've successfully signed up for Handshake.

We've sent you a link to confirm your email address. Please check your inbox. It could take up to 10 minutes to show up in your inbox.

## Didn't receive the email?

1. Is [molly+123@acme.com](mailto:molly+123@acme.com) your correct email without typos? If not, you can restart the sign up process
2. Check your spam folder
3. Add [handshake@notifications.joinhandshake.com](mailto:handshake@notifications.joinhandshake.com) to your contacts
4. [Click here](#) to resend the email

## Still having trouble?

[Contact us](#)



## Create a New Company/Department

Find and join your company

Examples:  
North Carolina A&T State University – Student Center  
North Carolina A&T State University – Health Center

**DO NOT** connect with NCAT Career Services

Are you a part of a division within this company?  
No problem. First join this company, and then you'll be able to set up your division within it.













Can't find your company?  
[Create New Company](#)

North Carolina A&T State University  
– Your Department/Office

Connect with  
North Carolina Agricultural & Technical State University


Search

Showing 16 results


-  **Airam University**  
San Francisco, California • 1,000 students 
-  **Amaranta University**  
Palo Alto, California • 5,391 students • #1 National Universiti... 
-  **CAS University**  
Houghton, Michigan • 2,135 students • #1 CAS University 
-  **Bryn Mawr - Testing with Tri Co**  
Miami, Florida • 28,395 students • #4 Best Undergraduate B... 
-  **Amaranta State University**  
Houghton, Michigan • 0 students 
-  **Amaranta University (2)** 

My Selected (5) [Clear](#)

Filter Schools by

Region 

- Midwest
- Northeast
- South
- West

Rank 

## Thank You for Signing up for Handshake!

Your Current Status:  
Pending approval at Handshake  
Pending connections with 2 schools

A Career Services Staff member will approve your account.



Your approval request has been sent to the staff members at Handshake. **As soon as you're approved, we will notify you via email.**