
REGISTRATION/EMPLOYER RELEASE FORM

PLEASE PRINT ALL INFORMATION

LAST NAME	FIRST NAME	M.I.	PASSWORD (4-10 alpha/numeric characters)
-----------	------------	------	--

LOCAL TELEPHONE #	UD E-MAIL ADDRESS
-------------------	-------------------

DEGREE	MAJOR	EXPECTED GRAD DATE
--------	-------	--------------------

Your signature on this form authorizes the U.D. Career Services Center to forward your resume and/or credential file to employers. I have read and understand the No Show and Late Cancellation policy. Upon submission of this Registration Form, your participation with eRecruiting will be activated.

SIGNATURE	DATE
-----------	------

INSTRUCTIONS FOR COMPLETION OF THE REGISTRATION PROCESS

1. Go to the UD Career Services website (www.udel.edu/CSC/) and select "eRecruiting.com login" from the students list.
2. At the bluehens.erecruiting.com log-in your "username" using the UD e-mail address you listed above and your "password" as listed above.
3. Complete your student profile, upload your resume and "publish" your resume in the eRecruiting system to be fully active for employers to select you for positions.
4. No-Show and Late Cancellation Policy: When you sign up for an interview, you have made a commitment to see the employer. If you are unable to appear for your scheduled interview, please notify the Coordinator of the Campus Interview Program at least 48 hours in advance, so that alternates may be contacted. If you cancel within 48 hours of an interview or are a "no-show" for a scheduled interview, you will be suspended from participation in the Campus Interview Program until you write a letter of explanation to the recruiter and provide the Coordinator with a copy of the letter. Employers expect information regarding student cancellations. It is professional courtesy to provide information regarding your situation.
5. Electronic mail (e-mail) is the official way that the University of Delaware communicates with its students. Therefore, it is the responsibility of all students to manage and read e-mail sent to their University of Delaware e-mail accounts (udel.edu). It is your responsibility to make sure that your account can receive e-mail and that any filtering or forwarding you choose to use does not interfere with your timely receipt of University e-mail.

**REGISTRATION WITH THE CAREER SERVICES CENTER
QUALIFIES YOU FOR THESE SERVICES:**

RESUME REFERRAL SERVICES: Employers of all types search the eRecruiting.com resume database to identify potential candidates for full-time jobs and internships. To be active in the Resume Referral Service, you **MUST** submit your resume by selecting **DOCUMENTS: PUBLISH A RESUME** in the eRecruiting.com system and select one resume to be included in each appropriate resume book.

EMPLOYER DATABASE: Search eRecruiting for information about internships and full-time employment from local, regional and national organizations. Contact information and position descriptions are available.

CAMPUS INTERVIEW PROGRAM: If you are in the final year of your bachelor's, master's or Ph.D. program (graduating in January, May or August or if you are an alum), you are eligible to take part in the Campus Interview Program and apply for interview opportunities for full-time permanent positions beginning after graduation. Underclassmen can participate to apply for internship opportunities.

CREDENTIALS: You may establish a file, which includes references, student teaching reports and other information you believe will be required by employers or graduate schools. To release your file, the U.S. Family Educational Rights and Privacy Act requires that you complete a Credential Request Form for each set requested.