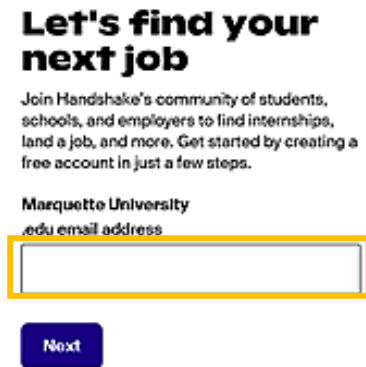


Create a Student Account on Handshake *For Marquette University faculty and staff members*

To register for a Handshake account:

1. Visit **marquette.joinhandshake.com** – It is very important to use this specific link so that the account can be connected to Marquette University specifically
2. Click **Sign up here**. Located in the top right corner.
3. Type in your Marquette email address
 - Please be sure to utilize marquette.edu and *not* mu.edu as you enter in your email address



Let's find your next job

Join Handshake's community of students, schools, and employers to find internships, land a job, and more. Get started by creating a free account in just a few steps.

Marquette University
.edu email address

Next

4. If no account is found with the email address you entered, you will need to sign up for an account
5. On the **Add Your School** page, make sure **Marquette University** is selected. Click **Next**.
6. Create a password
7. Read the *Terms of Service* and *Privacy Policy* and **check** the box to agree to the terms of service. Click **Create account**.
8. Fill in the information on the **Tell us about yourself** page
 - First name
 - Last name
 - Major
 - Graduation month
 - Graduation year
9. You will then see a page requesting you to check your email inbox for a confirmation email
 - If you cannot find your confirmation email, please check your spam folder. To prevent future e-mails from Handshake being sent into your spam folder, add handshake@notifications.joinhandshake.com to your contacts.

Once you have clicked the confirmation link in the email sent to you from Handshake, your account request will be sent to the Marquette University Career Services Center to go through the approval process. The approval process can take up to two business days. If you need immediate approval, please email the Career Services Center (career.services@marquette.edu) to make this known.

Tips:

- If you are still experiencing difficulties, please contact The Career Services Center at career.services@marquette.edu