

## Marquette University Career Services Center No-Show Policy

Employers who visit our campus and conduct on-campus interviews spend valuable time and resources on students. Students who do not show up for interviews, or cancel their interview within 24 hours of an interview, disrespect and greatly frustrate employers. No Shows sometimes cause employers to cancel future visits to our university, hurting both current and future students. Because of these factors the Marquette University Career Services Center enforces a strict No-Show policy:

- A “No-show” = canceling an interview less than 24 hours before the interview.
- Two no-shows will disqualify you from further interviewing in the Career Services Center.
- We require a written letter of apology to the employer explaining the reason for your absence within 48 hours of the interview. You should copy a member of the Career Services Center on-campus recruiting team on this apology.
- No-shows are tracked within your MU Career Manager account.
- You *are* able to cancel an interview up to two days prior to the visit online. After that, please contact the Career Center.