Discrimination based upon age, race, color, ethnicity, national origin, religion, sex, pregnancy, disability, sexual orientation, gender identity, genetic information, status as a U.S. veteran, or any other status protected by federal or state law is a violation of University policy and will not be tolerated.
Organizations wishing to increase their level of participation and establish a higher level of visibility and recruiting presence at Mississippi State University are invited to become Career Center Partners. Partnership with the Career Center allows an employer to join a distinguished group of organizations supporting the events, services and programs of the Career Center.

**Benefits:**

- Full page 4-color ad in the Career Center Handbook (8½ x 11 – distributed to 12,000+ students annually)
- Convenient parking which includes free access to a gated parking lot next to the Career Center
- Fee waived for one event of your choice (Career Days, Co-op Interview Days, etc.) each year which includes special recognition and identification for the event
- Preferred recruiting dates guaranteed for the recruiting year
- Special recognition at Career Center events
- Your color logo displayed on the Career Center website
- Career Center Partner plaque displayed in the Career Center
- Complimentary passes to the Sanderson Recreation Center during on-campus recruiting events

**On-Campus Recruiting (OCR)**
The MSU Career Center encourages on-campus recruiting in the Fall Semester (end of September through November) and Spring Semester (first of February through April). You may recruit for full-time, cooperative education, summer or internship positions.

**Facilities**
Our facilities are located on the third floor of Montgomery Hall. We have eighteen wireless equipped beautiful interview rooms with campus views and two recruiter lounges furnished with comfortable leather chairs provided by Lane Furniture.

**Planning and Scheduling Your Visit**
Schedule your recruitment trip by visiting our on-line recruiting software (Connections) at hireadawg.msstate.edu or contact the Career Center office at 662-325-3344, and you will be directed to an appropriate contact. Our website has detailed instructions regarding how to register, post a job, create a resume book and more!

**Information Sessions**
If you wish to schedule an information session, you can do so through our online software system, or by contacting our scheduling coordinator at 662-325-3344. Be sure to mention any audio/visual needs you may have.

**Resume Books**
Employers registered with the Career Center may access resume books of students and recent alumni who have posted their resume in our online job announcement and resume management system. See our website for detailed instructions regarding the creation of a resume book.

**Job Postings**
The Career Center software contains a database of job listings utilized by college students and alumni to search for full-time, part-time, and summer jobs, co-ops and internships. This free service offers employers an avenue to post job listings specifically targeted to MSU students and alumni. If you are interested in listing your job with the career center, visit our website at hireadawg.msstate.edu.
Important Events by the Career Center

Architecture/Interior Design Career and Interview Days
Online registration available beginning in November of each year

Agriculture and Natural Resources Career Day
Held each October, registration is available during the summer

Career Days
Held each September and February, registration is available year-round. Day one is for business and non-technical majors and day two is engineering and technical majors.

Co-op Interview Days (IVD)
Held each October and March with resumes and transcripts provided by the co-op office. Registration is available year-round.

Education Interview Day
Held each October and April, registration is available year-round

Graduate/Professional School Information Day
Held each October, registration begins in August

PGM/Turf Career Fair and Interview Days
Held each October, registration begins in August and is required because space is usually limited.

Recruiting Full-Time Positions
A full time position is defined as a job that occurs AFTER the student has graduated from Mississippi State.

How do you register as a full-time employer/recruiter?
Visit our online site at www.career.msstate.edu. Once your registration is completed and accepted, you can post the position online or schedule an on-campus interview session to recruit. You also have access to seek out students using the resume book function in our software system.

What's the difference between a job posting and an on-campus recruiting (OCR) visit?
Job Postings allow our students to see the jobs you have available at your company without the travel obligations incumbent with OCR. The system can be set so that you receive resumes as they are submitted or in a bundle on a specific date.

On-Campus Recruiting (OCR) requires you to actually visit campus to conduct your interviews, either for an open interview schedule or a pre-select schedule.

What's the difference between an “open” schedule and a “pre-select” schedule?
An “open” interview schedule means that once your job announcement goes live in our system, students will automatically be able to schedule an interview time with no prior screening of resumes.

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For more information regarding full-time recruitment, contact:
Career Center
300 Montgomery Hall
P.O. Box P
Mississippi State, MS 39762
662-325-3344
hireadawg.msstate.edu
Cooperative Education Program

Co-op students work for a minimum of three alternating semesters with your company/organization.

Benefits:
- Cost-effective method to meet your immediate and long-range human resource needs
- Opportunity to work with your future employees at a developmental stage
- More than 600 students participate in this program at any given time

What are your responsibilities as an employer?
A work experience related to the student’s major that is planned, progressive and paid. In addition, an online student evaluation form must be completed every work semester by the co-op student’s supervisor.

How do you register as a Co-op Employer?
When registering for your online account at www.career.msstate.edu, choose “YES” to Cooperative Education Access. If you already have an account with us, please notify the Cooperative Education office of your interest.

How do you obtain a co-op student?
Co-op Interview Days: This is an event held each semester that provides 30 minute interviews with qualified students. It must be noted that if you participate in Co-op Interview Days, your schedule will be set to “open” meaning that there is no pre-select process for those schedules.

Internships

Internships are a formalized program whereby students can work for a semester or two with a company/organization. Internships can be paid or unpaid, depending on company resources.

Benefits:
- Cost-effective method to meet your immediate and long-range human resource needs
- Opportunity to obtain full-time employees
- Source for focused assistance on projects that need immediate attention

What are your responsibilities as an employer?
A work experience related to the student’s major and an online student evaluation form completed every work semester by the student’s supervisor.

How do you register as an Internship Employer?
To become an internship employer, register with the career center online at www.career.msstate.edu. You can post the position online or schedule an on-campus interview session to recruit. You also have access to seek out students using the resume book.

Other ways to select students
- Career Center Job Announcement system
- Schedule On-Campus Recruiting (OCR) event
- Create a Non-On-Campus Recruiting (Non-OCR) job posting to accumulate resumes
- Utilize resume book and resume search services

Differences between a co-op and an internship
- Co-op is typically 3 paid work semesters with increasing responsibility
- Co-op students can begin the summer after the freshman year
- Most internships take place between the junior and senior year. Professional Practice Internships require a 2.75 GPA and 60 hours of academic success. Other internships simply require that a student be enrolled in a particular major.

For more information, contact:
Cooperative Education/Internship Program
335 McCain Engineering
P.O. Box 6046
Mississippi State, MS 39762
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Helpful Links & Information

Lodging
Americas Best Value Inn and Suites 662-323-6161
Butler Guest House, MSU Campus 662-325-4140
Comfort Suites 662-324-9595
Days Inn 662-324-5555
Hampton Inn 662-324-1333
Hilton Garden Inn 662-615-9664
Holiday Inn Express 662-324-0076
LaQuinta Inns & Suites 662-270-4100
Microtel Inn & Suites 662-615-0700

Air Service
The Golden Triangle Regional Airport is located 15 miles east of Starkville. Rental Cars are available at the airport. Visit www.gtra.com for more information.

MSU Athletic Schedules, News and Information
www.hailstate.com

MSU Cheese Store
Herzer Food Science Building
Open 8-5 M-F & game day Saturdays
MAFES Sales Store
P.O. Box 6109
Mississippi State, MS 39762
662-325-2338
www.msucheese.com

State Fountain Bakery and Subway Sandwiches
(located in the basement of the Perry Cafeteria)
• Pastries, MSU Ice Cream, Starbucks coffee and Subway Sandwiches

Colvard Student Union Food Court
• Variety of fast food options are available

Dining Locations on Campus
Barnes & Noble Café (located inside Barnes & Noble Bookstore)
• Starbucks coffee and drinks, Cheesecake Factory cheesecakes and sandwiches

MSU Dining Services (located in Perry Cafeteria, next to Montgomery Hall)
• List of food options:
Discrimination based upon age, race, color, ethnicity, national origin, religion, sex, pregnancy, disability, sexual orientation, gender identity, genetic information, status as a U.S. veteran, or any other status protected by federal or state law is a violation of University policy and will not be tolerated.