

Student Services Manual (SSM)

SSM 501–01: Career Services Eligibility

Effective: 7/1/1957

Revised: 11/1/2023

Purpose

To provide services to individuals seeking career information and employment and to encourage the use of these services

Source

University policy

Policy

Career Services provides support to all eligible students and recent alumni. ASU students and recent alumni must be registered with the online career management system to receive career advising in any format including in person or virtually.

Eligibility

The following individuals qualify for services:

1. ASU students enrolled in at least 1 credit hour at any level seeking career planning or employment information
2. Recent ASU alumni

Note: Definition of "Recent Alumni" - ASU alumni are defined as former students of Arizona State University who completed their degree of study and graduated from the university within the past year. Alumni will have their degree conferred, meaning it is recorded as an official record in ASU's database so that it displays properly on all academic records, including an ASU transcript.

Access to some career resources and open events are available to non-enrolled individuals. The full menu of free, open career resources can be found on the Career Services website.

Note: Eligibility requirements for individuals wishing to take part in on-campus recruiting are detailed in [SSM 501–03](#), "Eligibility for Employer Recruiting Activities."

Exceptions

The following individuals are not eligible to use services:

1. individuals who are disruptive or uncooperative, or those identified by the ASU Police Department (ASU PD) as:
 - a. having restricted access to campus

or

b. being prohibited access to campus

or

2. individuals who have abused their privileges and have been notified that the privilege is no longer available to them

or

3. candidates who "no-show" for an interview until the candidate meets with a staff member who evaluates a request for reinstatement.