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FROM THE DIRECTOR

Dear Recruiters,

Thank you so much for your interest in recruiting our students at The University of Alabama. Your organization’s involvement in our students’ lives can have a lifelong impact on their professional success. We hope this handbook will provide you with information to ensure you have a productive visit on our campus and will provide more insight regarding the services the Career Center provides.

The University of Alabama’s main Career Center is located in the Ferguson Student Center, Suite 3400. Additionally, we offer specialized career services to our Business students in Bidgood Hall, to our Engineering and Co-Op students in HM Comer Hall, and to our Communications & Information Sciences students in Reese Phifer Hall. The Career Center continues to be committed to providing a connection between employers and our incredible students. I want to make certain that our team provides you with the necessary support to meet your recruiting goals.

We appreciate all the support you have shown in the past to our students and hope that we can continue to build on those relationships. One option to illustrate this support is through our Career Center Champion sponsorship program. This program provides employers with a branding opportunity at our main Career Center. Additionally, we are also asking that our employers consider sponsoring a room in the Career Center. There are a variety of room options, and I would love to speak with you about the option that best fits your organization’s needs.

In the summer of 2017, the Career Center transitioned to Handshake to support our recruiting programs. This online platform offers our student more opportunities to engage with employers and provides employers the ability to post a job with multiple schools through one system. We have already seen an increase in student engagement and the number of opportunities posted as a result of this change. We encourage you to utilize Handshake for maximum exposure to our students.

Thank you again for your commitment to our students’ success, we are certain you will all be pleased with the quality of our students as you continue to engage with them. Please feel free to reach out to me regarding any ideas you might have that will contribute to the success of our Career Center and ultimately to our students.

Sincerely,

Melinda King, SHRM-SCP
Executive Director, Career Center
Division of Student Life
The University of Alabama was ranked No. 51 among public universities by *U.S. News and World Report* in 2018.

Other recent top accolades include:
- **School of Law** - 9th among public universities
- **School of Library and Information Studies**
  - 25th among public universities
- **Manderson Online Business Master’s program**
  - 14th in the nation
- **Culverhouse School of Accountancy undergraduate program**
  - Seventh overall, master’s program ninth overall, and doctoral program first overall
- **College of Communication & Information Sciences public relations program** – a top-five program in the nation for the last 7 years

In addition to outstanding degree programs, The University of Alabama boasts incredible student talent. More than **500 National Merit Scholars** are currently enrolled at the Capstone. In the last 10 years, UA has tied with Stanford to lead the nation with **51 Goldwater Scholars**, surpassing Princeton, Cornell and Harvard. The University of Alabama has also produced a total of **15 Rhodes Scholars, 32 Hollings Scholars** and **11 Boren Scholars**.

Fourteen University of Alabama students and alumni won Fulbright awards for 2017-18.

**More than 40 percent of the freshman class had a 30 ACT or higher**, and 38 percent were in the top 10 percent of their class. Average entering GPA is 3.72.

Beautiful campus accolades from Travel+Leisure and Southern Living magazines with **1,374 acres and more than 300 buildings**.
Of the 38,563 undergraduate, professional, and graduate students enrolled at UA in the fall semester of 2017,

- 41% come from Alabama
- 56% come from elsewhere in the United States
- 3% are international students from 82 countries

Average Undergraduate GPA: 3.2
Average Graduate GPA: 3.8

TOP 10 OUT-OF-STATE STUDENT ENROLLMENT

1. Georgia
2. Texas
3. Florida
4. Illinois
5. Tennessee
6. California
7. Virginia
8. North Carolina
9. New York
10. New Jersey
CAREER CENTER TEAM

MAIN CAREER CENTER OFFICE
(FERGUSON STUDENT CENTER)

3400 Ferguson Student Center
751 Campus Drive W. | Tuscaloosa, AL 35487
205-348-5848
career@ua.edu

@UACareerCenter
@UACareerCenter
@UACareerCenter

OUR SATELLITE OFFICES:

CAREER CENTER AT COLLEGE OF COMMUNICATION AND INFORMATION SCIENCES
103 Reese Phifer Hall
205-348-5681

CAREER CENTER AT CULVERHOUSE COLLEGE OF BUSINESS
249 Bidgood Hall
205-348-2691

CAREER CENTER AT COLLEGE OF ENGINEERING
1004 Bevill Hall
205-348-4839

Visit CAREER.SL.UA.EDU for more information and individual staff email addresses

View a campus map at ua.edu/map/
Susan Cowles  
Director  
Career Management

Lynsey Dill  
Program Manager  
Culverhouse Connections

Rachel Ellison  
Career Advisor

Courtney S. Fair  
Events Coordinator

Linda C. Johnson  
Director of Employer Development and Relations

Elaine Lai  
Data Resource Specialist

Sheri Tillie  
Senior Office Associate

Neil Adams  
Assistant Director  
Cooperative Education Program

Mandi Bitterman  
Administrative Secretary  
Cooperative Education Program

Rachel Bohin  
Senior Office Associate

Gayle Howell  
Manager

Lara Ellen Locke  
Coordinator  
Cooperative Education Program

Amy Ratliff  
Director  
Cooperative Education Program

Tasha Smith  
Program Manager  
Student Outreach and Diversity
## Employer Services

### Career Fairs

**In 2016-17**

10 Career Fairs were hosted by UA

5,393 students in attendance

Assisted in 4,156 interviews conducted

### Fall 2018

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Oct 3</strong></td>
<td>General Interest &amp; Business</td>
<td>10 a.m.-3 p.m.</td>
<td>Coleman Coliseum</td>
</tr>
<tr>
<td><strong>Oct 3</strong></td>
<td>Diverse Reverse</td>
<td>4-5:30 p.m.</td>
<td>Coleman Coliseum</td>
</tr>
<tr>
<td><strong>Oct 4</strong></td>
<td>Technical &amp; Engineering</td>
<td>10 a.m.-3 p.m.</td>
<td>Coleman Coliseum</td>
</tr>
<tr>
<td><strong>Oct 9</strong></td>
<td>Co-Op Interview Day</td>
<td>4-5:30 p.m.</td>
<td>Bryant Conference Center</td>
</tr>
<tr>
<td><strong>Oct 24</strong></td>
<td>Education Interview Day</td>
<td>4-5:30 p.m.</td>
<td>Bryant Conference Center</td>
</tr>
<tr>
<td><strong>TBA</strong></td>
<td>Health &amp; Social Services</td>
<td>Noon-3 p.m.</td>
<td>Ferguson Student Center</td>
</tr>
</tbody>
</table>

View a campus map at ua.edu/map/
CONNECT WITH OUR STUDENTS

The University of Alabama Career Center offers customized, targeted recruiting options to help you accomplish your goals. You tell us when you want to come to campus, and who you would like to connect with, and we will generate a personalized, strategic schedule for your visit. We utilize a combination of the following:

- Information sessions
- Tabling inside a college or school
- Classroom visits
- Meeting with faculty
- Student organization meetings
- Meet-and-greet networking opportunities
- Targeted luncheons
- Diversity events
- Leadership development events
- Classroom visits
- Diversity events
- Meeting with faculty
- Student organization meetings
- Brand-building giveaways

Looking for an option that isn’t on the list? Let us know and we will work to make it happen. Can’t come to campus? We also offer the ability to connect with our students virtually through:

- Handshake
- Virtual information sessions
- Skype interviewing
- Social media events, such as Instagram takeover

Contact Ashley Olive at 205-348-0810 or ashley.olive@ua.edu to get started.

HANDSHAKE

Handshake is UA’s full-service online recruiting system that allows companies to post jobs, schedule interviews, register for career events, and create resume bundles.

REGISTER WITH HANDSHAKE

Please allow one business day for an account created through joinhandshake.com/employers to be activated, and monitor email, as you will be asked to confirm your request within 24 hours of receiving the message.

For additional information about creating an account and posting a job, please contact our on-campus recruiting specialist, Jared Taylor-White, at 205-348-2128.

Jobs posted in Handshake require student candidates to be pursuing or to have graduated with a degree. To post part-time or other student employment opportunities, please contact the student employment office at 205-348-4354.
The University of Alabama Career Center has 18 interview rooms available for on-campus interviewing, as well as a room for remote interviews via Skype or similar technology. We also have a conference room and a classroom available for your use.

Instructions for Requesting an On-Campus Interview Schedule
To request an on-campus interview schedule, you will need to have a Handshake account. Log in or register at ua.joinhandshake.com.

Request an Interview Schedule/Attach Position

- Click on the “On-Campus Recruiting” tab on the top navigation bar.

- Scroll down and click “Request a Schedule.” This will allow you to choose a date and how many rooms you would like to reserve. You can also add notes to your schedule; for example, if you would like back-to-back 1-hour interviews, or if you will need a conference room. An interview room is also available in the Culverhouse College of Business satellite office, located in Bidgood Hall, and may be requested in the notes section.

- Schedule an interview type:
  - Room only (you will build your own schedule outside of the system; employer needs just a room)
  - Pre-select/Pre-select alternate (will collect resumes through Handshake and review resumes/invite students to interview)
  - Open (rarely used: students can automatically sign up for an interview if they meet the screening criteria on the posting – contact does not have to invite)

- Complete all fields and submit. Your request will be processed within 24 hours and you will receive a system-generated confirmation email with details.

Day of Interviews
Bring a printed copy of the parking pass that was emailed to you when you registered for on-campus interviews. If you need an additional copy, please contact the Career Center at 205-348-5848 prior to your visit. The interviews will take place in the Career Center in the Ferguson Student Center, Room 3400, located on the third floor. The parking pass you receive includes a map and directions to Ferguson Student Center parking at 751 Campus Drive, Tuscaloosa, AL 35487.

When you arrive, please check in at the Career Center’s reception desk. Our office is typically open from 7:30 a.m. to 5 p.m. Please let Jared Taylor-White know if you have additional requests prior to your visit (you can also note this when requesting your schedules). In your interview room, you will find a folder and a packet of your interviewees and their resumes, along with Wi-Fi access information. Please leave a list of the names of the interviewers or their business cards at the front desk.

For assistance in requesting or updating your schedule, please contact Jared Taylor-White at 205-348-2128 or jtw13@ua.edu.
The Career Center has compiled a summary of salary and job placement information for undergraduate classes based on survey data. Staff members use this to identify ways to improve our services for graduating students and alumni.

For the Class of 2017 (May), 74 percent of 3,889 graduates reported on one or more of the following areas addressed in the First Destination survey on the following page.
**TOP 10 DESTINATIONS**

Of graduates who listed a destination location, **45 percent** reported staying in Alabama to work or continue their education.

1. Alabama  
2. Georgia  
3. Texas  
4. Tennessee  
5. Florida  
6. New York  
7. California  
8. Illinois  
9. North Carolina  
10. Washington, D.C.

**IMMEDIATE PLANS**

- Overall rate of positive outcomes: **90%**
- Have found employment (full- or part-time): **~64%**
- Attending graduate/professional school: **<25%**
- Military/volunteerism: **<2%**
- Still seeking: **<10%**

**CAREER OUTCOMES BY COLLEGE**

- Arts and Sciences: 90% knowledge rate
- Commerce and Business Administration: 91% knowledge rate
- Communication and Information Sciences: 90% knowledge rate
- Education: 91% knowledge rate
- Engineering: 88% knowledge rate
- Human Environmental Sciences: 88% knowledge rate
- Nursing: 97% knowledge rate
- Social Work: 87% knowledge rate

**UTILIZING RESOURCES**

Recently, graduates’ most-used Career Center services have included:

- Consulting Appointments
- Career Fairs
- On-Campus Interviews

**STARTING SALARIES**

The average annual starting salary for reporting graduates was **$50,572** with a range of $15,080-$104,000.
TOP EMPLOYERS OF UA GRADS

- Regions
- Alabama Power
- Mercedes-Benz
- Apple
- University of Alabama
- Dell
- KPMG
- Coca-Cola
- Chevron
- Southern Living
- Competence in Mechatronics
- brose
- SHIPT
- Amazon
- Georgia-Pacific
- Tesla
- Microsoft
- Honda
- NASA
- Bank of America
- BBVA Compass
- Insight Global
- Aramark
- Walt Disney
- Target
COLLEGE OF ARTS & SCIENCES

African American Studies (shared w/UAB)
American Studies
Anthropology
Applied Mathematics (joint w/UAB & UAH)
Art History
Art History (joint w/UAB)
Biology
Chemistry
Communicative Disorders
Creative Writing
Criminal Justice
Dance
Economics
English
English as a Second Language
Environmental Science
Foreign Languages and Literature
Geography
Geology
German
Health Care Management
History
Interdisciplinary Studies
International Studies
Latin American Studies
Marine Science
Mathematics
Materials Science (joint w/UAB & UAH)
Microbiology
Music
Philosophy
Physics
Political Science
Psychology
Public Administration
Religious Studies
Romance Languages
Sociology
Spanish
Speech-Language Pathology
Studio Art
Theatre
Women’s Studies

B.A.
B.A., M.A.
B.A., M.A., Ph.D.
Ph.D.
B.A.
M.A.
B.S., M.S., Ph.D.
B.S., B.S.Chem., M.S.Chem., Ph.D.
B.A.
M.F.A.
B.A., M.S.C.J.
B.A.
B.A., Ph.D.
B.A., M.A., Ph.D.
M.A.
B.S.
B.A.
B.A., B.S., M.S., Ph.D.
B.A., B.S., B.S.Geo., M.S., Ph.D.
M.A.
B.S.
B.A., M.A., Ph.D.
B.A., B.S., Ph.D.
B.A.
B.A., M.A.
B.S., M.S.M.Sci.
B.S., M.A., Ph.D.
Ph.D.
B.S.Micr.
B.A., B.M., M.M., D.M.A.
B.A.
B.S., M.S., Ph.D.
B.A., M.A., Ph.D.
B.A., B.S., M.A., Ph.D.
M.P.A.
B.A., M.A.
M.A., Ph.D.
B.A.
B.A.
B.A., M.F.A.
M.A.
COLLEGE OF COMMERCE & BUSINESS ADMINISTRATION

Accounting B.S.C.B.A., M.Acc., Ph.D.
Applied Statistics M.S., Ph.D.
Banking and Finance B.S.C.B.A., M.S., Ph.D.
Business Administration B.S.C.B.A., M.B.A.
Economics B.S.C.B.A., M.A., Ph.D.
Health Care Management B.S.C.B.A.
Management M.A., Ph.D.
Management Information Systems B.S.C.B.A.
Marketing B.S.C.B.A., M.S., Ph.D.
Operations Management B.S.C.B.A., M.S., Ph.D.
Tax Accounting M.T.A.

COLLEGE OF COMMUNICATION & INFORMATION SCIENCES

Advertising B.A.Com.
Advertising and Public Relations M.A.
Book Arts M.F.A.
Communication and Information Sciences Ph.D.
Communication Studies B.A.Com., M.A.
Journalism (Mass Communication) M.A.
Library & Information Studies M.L.I.S.
Public Relations B.A.Com.
Telecommunication and Film M.A.
News Media B.A.C.I.S.
Creative Media B.A.C.I.S.

COLLEGE OF EDUCATION

Clinical Mental Health Counseling M.A.
Counselor Education M.A., Ed.S., Ed.D., Ph.D.
Counselor Education - Rehabilitation Counseling M.A.
Early Childhood Education B.S.Ed., M.A.
Educational Administration (joint w/UAB) Ed.D.
Educational Administration Ed.D., Ph.D.
Educational Leadership M.A., Ed.S., Ed.D.
Educational Psychology M.A., Ed.S., Ed.D., Ph.D.
Educational Research Ph.D.
Elementary Education B.S.Ed., M.A., Ed.S., Ed.D., Ph.D.
Higher Education Administration M.A., Ed.D., Ph.D.
Human Performance B.S.Ed., M.A.
Human Performance Ph.D.
Instructional Leadership Ed.D., Ph.D.
Music Education B.S.Ed.
School Psychology Ed.D., Ph.D.
Special Education B.S.Ed., M.A., Ed.S., Ed.D., Ph.D.
COLLEGE OF ENGINEERING

Aerospace Engineering  
Aerospace Engineering and Mechanics  
Architectural Engineering  
Chemical Engineering  
Civil Engineering  
Computer Science  
Construction Engineering  
Electrical Engineering  
Engineering Science and Mechanics  
Environmental Engineering  
Materials/Metallurgical Engineering (joint w/UAB)  
Materials Science (joint w/UAB & UAH)  
Mechanical Engineering  
Metallurgical Engineering

GRADUATE SCHOOL

Interdisciplinary Studies  
Materials Science (joint w/UAB & UAH)

COLLEGE OF HUMAN ENVIRONMENTAL SCIENCES

Apparel and Textiles  
Athletic Training  
Consumer Sciences  
Early Childhood Education  
Food and Nutrition  
Health Education/Promotion (joint w/UAB)  
Health Studies  
Human Development and Family Studies  
Human Environmental Sciences  
Interior Design  
Public Health  
Restaurant and Hospitality Management

SCHOOL OF LAW

Juridical Science  
Law  
Law (Tax)  
Juris Masters with Taxation

CAPSTONE COLLEGE OF NURSING

Nursing  
Nursing (joint w/UAB & UAH)

SCHOOL OF SOCIAL WORK

Social Work
ACCOMMODATIONS

The following hotels are located in close proximity to The University of Alabama. For other hotels, visit the Tuscaloosa Tourism and Sports website.

- Hotel Capstone (located on campus, 320 Paul W. Bryant Drive)
- Hampton Inn and Suites (approximately 2 miles/10 minutes from campus)
- Holiday Inn Express (approximately 4 miles/15 minutes from campus)
- Embassy Suites (located downtown, 2 miles/10 minutes from campus)

PARKING

For your convenience, parking permits are provided for free parking to employers participating in on-campus interviews and during all Career Center events, and will be emailed prior to your visit. Visitor/vendor parking permits are valid in all legal parking spaces unless otherwise restricted to a designated zone or area (note the restrictions on the front of the permit). Parking in an accessible (handicapped) parking space requires a valid State Accessible parking permit in addition to a visitor’s permit. Parking zones are enforced weekdays from 7 a.m. to 6 p.m.

DINING ON CAMPUS

The Ferguson Student Center plays host to many noontime dining options. On the second floor, you will find a Chick-fil-A, Subway, Wendy’s, and Panda Express along with a wrap, salad, and pizza bar in the food court. There are many other dining halls and casual restaurants across campus, including options in Bidgood Hall, Lloyd Hall, and Fresh Foods near the College of Engineering. UA also plays host to the largest Starbucks on a college campus in the Ferguson Student Center, and a second location on Paul W. Bryant Drive.

AROUND TUSCALOOSA

You can view the Dining and Nightlife guide location on the Tuscaloosa Tourism and Sports Commission website to learn about some local favorites!
RECRUITER TIMELINE

SPRING 2018
1/3  UA Offices Resume Normal Business Hours
1/10 Classes Begin
1/15 Classes Dismissed - Martin Luther King Jr. Day
    (UA offices closed)
3/9-16 Classes Dismissed - Spring Holidays
    (UA offices closed)
4/2-6  Honors Week
4/6  Classes Dismissed - Honors Day
    (UA offices open)
4/27 Classes End
5/1 Fall Career Fair registration opens
5/4  Spring Commencement
5/5  Spring Commencement
5/6  Spring Commencement
5/8  Final Grade Entry Deadline

FALL 2018
8/22  Classes Begin
9/3  Classes Dismissed - Labor Day
    (UA offices closed)
10/3  General Interest & Business Career Fair
10/3  Diverse Reverse Career Fair
10/4  Technical & Engineering Career Fair
10/9  Co-op Interview Day
10/24  Education Interview Day
TBA  Health & Social Services
10/25-26 Classes Dismissed - Mid-Semester Study Break
    (UA offices open)
11/21 Classes Dismissed - Thanksgiving
    (UA offices open)
11/22-23 Classes Dismissed - Thanksgiving
    (UA offices closed)
12/7  Classes End
12/15 Winter Commencement
CAREER CHAMPION SPONSORSHIP

The University of Alabama Career Center offers a Career Champion sponsorship level for interested companies. For support of $12,000 per year for three years, companies will receive:

- A recognition plaque in the main Career Center
- A commemorative recognition item for office display
- Career Fair registration
- Company logo on Career Center printed materials, including the career guide
- Priority reservation access for on-campus recruiting interview rooms following Career Fairs, held until general registration opens
- One customized student event
- Inclusion on the Career Center Advisory Board for each year of patronage

CAREER FAIR SPONSORSHIP

Included in your $9,500 Crystal Sponsorship is your career fair registration (1 table and 4 recruiters), your company logo on all event signage and print material, your choice of booth location, an advertisement (full page cover) in the Career Fair program, your logo on Career Center website for 1 semester, digital advertising on Career Center displays for 1 semester, your company named as title sponsor for the event with top billing, your company name on all Career Fair marketing, and a Career Center hosted event for your organization.

Included in your $5,000 Champion Sponsorship is your career fair registration (1 table and 4 recruiters), your company logo on all event signage and print material, your choice of booth location, an advertisement (full page) in the Career Fair program, your logo on Career Center website for 1 semester, and digital advertising on Career Center displays for 1 semester.

Included in your $2,500 Capstone Sponsorship is your career fair registration (1 table, 4 recruiters), your company logo on all event signage and print material, your choice of booth location, and an advertisement (1/2 page) in the Career Fair program.

OTHER WAYS TO SPONSOR

Crimson Career Closet

The Crimson Career Closet has professional attire available to all students free of charge. Donations of brand-new or gently used business professional clothes for men and women are always welcome. All clothes are checked out for student use, and dry cleaned upon return at the Career Center’s expense. Financial contributions to assist with dry cleaning or the purchase of new attire is another way your company can support our students.