

Interview Cancellation Policy

*** 24 HOUR NOTICE REQUIRED**

P L E A S E R E A D

It is very important to call us at 617-353-3261 if you are scheduled for an interview and decide to cancel.

Reasons:

- **Companies decide how many recruiters to send from their corporate office based on the number of students that have signed up for an interview.**
- **We have a waiting list, therefore it is only fair to let us know ASAP when an opening is available so another student can take your place.**
- **The reputation of SHA is at stake. A company could decide not to return the following year if we have a poor showing.**

In the event of a cancellation students MUST give a 24-hour notice. Failure to do so will result in the REMOVAL of your name from subsequent interview lists.

***This rule is strictly enforced.**

**Thank you.
SHA Career Services**