recruiting Guide

RECRUITING OPPORTUNITIES FOR EMPLOYERS
UNDERGRADUATE PROFESSIONAL & CAREER DEVELOPMENT

HASLAM
COLLEGE OF BUSINESS
THE UNIVERSITY OF TENNESSEE, KNOXVILLE
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WHY RECRUIT HASLAM UNDERGRADUATES?

The Haslam College of Business values **INTEGRITY, INCLUSION, INSIGHT, and IMPACT**, and we foster a culture based on **HARD WORK** and building **STRONG CHARACTER**. Haslam’s elite faculty apply teaching approaches that mix coursework with teamwork and experiential learning to prepare students to effectively problem-solve in the business world. In addition, students are required to complete four one-credit hour professional development courses. Through this combination, students graduate as well-rounded team players with the necessary skills to handle serious workplace challenges and successfully transition from classroom to boardroom. By recruiting from Haslam, you have immediate access to high-caliber candidates who are ready to make an impact on the business world.

**ABOUT THE COLLEGE**

The Haslam College of Business is the second-largest academic college on campus with **5,100+ STUDENTS**, and is growing by an average of 8 percent annually. Haslam is consistently ranked as a **TOP-40 BUSINESS PROGRAM** by *U.S. News & World Report*, *Bloomberg BusinessWeek*, and *Poets & Quants*. In addition, UT is ranked No. 28 among public institutions and No. 44 nationally (undergrad) by *U.S. News & World Report* (2021).
Every Haslam undergraduate student earns a **BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION** degree in one of the following majors:

- Accounting (467)
- Business Analytics (694)
- Economics (139)
- Finance (813)
- Management (485)
- Human Resource Management (101)
- Marketing (888)
- Public Administration (37)
- Supply Chain Management (1,226)

Within the 27 hours of their major, students may study two areas of emphasis—their major with a collateral or their major with a concentration. With a collateral, students complete 18 hours in their major and 9 hours in their collateral area.* With a concentration, students complete 15 hours in their major and 12 hours in their concentration area.

* With the exception of economics and business analytics majors, which complete 21 hours in their major and 6 hours in their collateral area.

Haslam offers the following **MASTER’S DEGREE** programs (Contact: **Taylor Ward**, Employer Relations Manager, 865-974-5542):

- Haslam MBA (full-time)
- Professional MBA
- Accountancy
- Business Analytics
- Global Supply Chain
- Supply Chain Management Online
- Management & Human Resources
- Statistics
Our Curriculum

### MAJORS WITH COLLATERALS AND CONCENTRATIONS

**Key**
- COLLATERAL OFFERED
- CONCENTRATION OFFERED

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**In addition to its collateral options, economics also offers areas of focus in environmental economics, health economics, labor economics, money/macroeconomics, public economics, and quantitative economics.**

**Interested public administration majors may design their own area of focus by strategically selecting electives from upper-level offerings in economics and political science.**

**Students pursuing international business are required to have an international educational experience.**

**Only for students admitted to Heath IBEP.**
**Profile**

**Name:** Jamie King  
**Hometown:** Selmer, Tennessee  
**Year:** Sophomore  
**Major:** Accounting  
**Collateral/Concentration:** Information Management

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**What are your favorite campus activities?**

Through AIM Accounting Alliance, I’ve had the opportunity to network with recruiters from the Big 4 and other notable accounting firms. I have met many fellow accounting majors and learned more about other students’ experiences in the recruiting process. This past semester, I began working in the Haslam Communication Studio and have learned many skills to succeed in business and in the recruiting process. There, I help students with resumes, elevator pitches, job interviews, and class projects. By helping others, I have learned ways to improve my own resume and elevator pitch!

**What do you love most about being a student at Haslam?**

Since I first walked into Haslam I knew I was at home. My favorite aspect of the college is the fact that we are all appreciated and encouraged to succeed. Being a first-year college student this past year, I realized there were incredible opportunities that were available to me. I just had to step out of my comfort zone and connect with people. Haslam not only prepares its students for life beyond college, it also provides ample opportunities to be successful while in college.

**What makes Haslam students stand out to employers?**

Students here begin the recruiting process very early in the game. Because of this exposure, students are well prepared to find a job before or after graduation. Haslam students are given so many opportunities to connect with recruiters and learn about available jobs. We stand out because we are given opportunities to succeed, and we take full advantage of those.

**What are your future career goals?**

I plan to graduate with my bachelor of science in Business Administration and then enter the MAcc program. After that, I hope to begin my career in public accounting. I am truly grateful for Haslam and all it has already provided me. I will be interning this summer at a Big 4 accounting firm, and I am only a sophomore in college. This would not be possible if I was not actively a part of Haslam. If my first year has been this amazing, I can only imagine what the next three years will hold.
our Students

HASLAM UNDERGRADS BY THE NUMBERS

Out-of-State 25.3%
In-State 73.1%
International 1.7%

Internships Completed by Haslam Undergraduates

- 86% Accounting
- 67% Business Analytics
- 72% Economics
- 80% Finance
- 100% Human Resource Management
- 88% Management
- 77% Marketing
- 80% Public Administration
- 82% Supply Chain Management

*$\text{Totals may equal over 100\% due to rounding.}$

81.5% White
3.3% African American
4.3% Asian
4.3% Hispanic
6.6% Other

86% Accounting
67% Business Analytics
72% Economics
80% Finance
100% Human Resource Management
88% Management
77% Marketing
80% Public Administration
82% Supply Chain Management

80% of Haslam undergrads completed an internship by graduation.

$17 was the average hourly pay rate for interns last year.

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post Graduation

FINAL DESTINATION POST-GRADUATION REPORT*

The Haslam College of Business graduates more than 1,000 undergraduate students a year.¹

95% of Haslam graduates that were seeking opportunities had a full time or part time job secured, or were planning to attend graduate school by the time of graduation.

78% Employed Full-Time³

16% Further Education

4% Still Seeking Employment or Education

1% Employed Part-Time²

1% Out of the Job Market

1. Information within majors does not equal overall total number due to double majors.
2. Includes part-time own ventures, part-time post-graduation internships, part-time fellowships, and all other types of part-time employment.
3. Includes full-time own ventures, full-time post-graduation internships, full-time fellowships, and all other types of full-time employment.

Contact Megan Flora if you are interested in seeing individual reports that include salary information, top employers, top destinations, and internship information for each major. mflora@utk.edu  865-974-5158

¹Reported as of December 2021

11% Accounting
11% Business Analytics
1.9% Economics
17% Finance
2.7% Human Resource Management
6.8% Management
.6% Public Administration
29% Supply Chain Management
AVERAGE SALARY FOR HASLAM UNDERGRADUATES

Accounting $53,854
Business Analytics $58,407
Economics $48,636
Finance $50,443
Human Resource Management $57,208
Management $53,273
Marketing $47,620
Public Administration $44,750
Supply Chain Management $55,391

AVERAGE SALARY FOR HASLAM GRADS IN 2021

$53,467

TOP HIRING EMPLOYERS

21st Mortgage
Amazon.com, Inc.
PepsiCo/Frito Lay, Inc.
Dell Technologies
Pilot Flying J
Axle Logistics
Total Quality Logistics
TVA
DHL Supply Chain
Enterprise Holdings, Inc.
J.B. Hunt Transport, Inc.
Home Depot

Philips
UBS Financial Services
Deloitte
Tombras Group
Aldi
EY
Smithfield Foods, Inc.
Textron, Inc.

Contact Megan Flora if you are interested in seeing individual reports that include salary information, top employers, top destinations, and internship information for each major. mflora@utk.edu | 865-974-5158
TOP DESTINATION CITIES FOR GRADUATES BY CITY AND REGION

- Knoxville: 48%
- Chattanooga: 4%
- Nashville: 34%
- Memphis: 6%
- All Other TN Cities: 9%

TOP IN-STATE DESTINATIONS

- Knoxville Area: 48%
- Nashville Area: 34%
- Memphis Area: 6%
- Chattanooga Area: 4%
- All Other TN Cities: 9%

Tennessee: 64%
Other South: 17%
Midwest: 5%
Mid-Atlantic: 4%
West: 3%
Southwest: 4%
Northeast: 2%
International: 1%

Contact Megan Flora if you are interested in seeing individual reports that include salary information, top employers, top destinations, and internship information for each major. mflora@utk.edu | 865-974-5158
In order to be as successful as possible while recruiting undergraduate talent from the Haslam College of Business, we recommend that employers follow these simple tips:

- **Connect Early & Often** Employers who have the most success with recruiting strong candidates connect with students early (during the freshmen/sophomore year), connect multiple times each year, and do so in various settings (i.e., not only at career fairs). We can team with you to find the strategy that works best for the unique needs of your company.

- **Reach Out to Our Team** When you are ready to connect with students who are the best fit for your company and corresponding job and internship opportunities, the Haslam Professional and Career Development team is here to help. Prior to the fall and spring semester, contact us to discuss upcoming events and registration deadlines as well as to make any necessary tweaks to your recruiting plan for the upcoming year.

- **Use Handshake** Handshake is UT’s online job and internship board. If you do not currently have an account, you can create one at career.utk.edu/handshake. If you already have an account, be sure to update your company and contact information every semester. We use Handshake to communicate with employers about upcoming events and deadlines.

- **Increase Brand Recognition** Many employers struggle with brand recognition when students are not familiar with their company name. To ensure students become more aware of your company and the opportunities you have to offer, we can provide several strategies that can help you solve this challenge.

- **Register For Events** Registration for many of our programs and events such as Employer of the Day open prior to or early in the semester. If you are interested in participating, contact us as soon as possible because these events are open to employers on a first-come, first-served basis.

- **Prepare Recruiters** Be strategic when selecting the recruiters you send to campus to interact with our students. Haslam students enjoy connecting with alumni, in particular, and resonate with recruiters who are enthusiastic, engaging, and passionate about their company. Remember, students are sizing up your organization just as much as you are assessing them, so make sure your company is well represented and makes a strong first impression with our students.
HASLAM OFFER GUIDELINES

The Haslam College of Business expects employers to abide by the National Association of Colleges and Employers (NACE) *Principles for Professional Practice* and all applicable federal, state, and local rules and regulations in their hiring processes. In addition, in an effort to create consistency across companies that recruit at Haslam as well as to support undergraduate students in making informed employment decisions, we implemented the following offer guidelines to designate the appropriate amount of time that students should have when considering offers before being asked to make their final decision:

**EXPLODING OFFERS**

Employers should avoid putting undue pressure on a student to accept a job or internship offer. Anything under two weeks is considered an exploding offer and does not give the student adequate time for careful consideration. While incentives can be provided to entice students to make an earlier decision, the base offer (salary and signing bonus) must remain open until the dates in the above policies.

**RESCINDING OFFERS**

Should an organization, under an extreme circumstance, need to revoke an offer to a student, we encourage employers to follow the recommended steps to mitigate the consequences as outlined in the NACE statement on *Rescinded and Deferred Employment Offers*.
What has been your experience with recruiting Haslam students?
They are typically well-prepared, present themselves in an honest way, and have prior internship experience.

What are your favorite campus recruiting events to attend?
My favorite event has been the mock career fair. It is a more personal career fair that allows you to interact in a relational manner as opposed to the hurried transactional feel of a major career fair. I feel that doing several of these career fairs helps get your company brand into the forefront of students’ minds for both an internship and a career.

If you could share one piece of advice with employers who are just beginning to recruit on campus, what would it be?
I would encourage employers to do a Q&A- or panel-type event with a major for which they are interested in recruiting. I did a few of these with Haslam and with UT’s SHRM chapter. Doing these panels makes the employer seem more approachable and often, since there are fewer companies, you can have a more in-depth dialogue with the students to explain your business and what you are looking for in a potential hire.

Is there any additional information you would like other employers to know?
Another program that I am very impressed with is the joint curriculum with the Tickle College of Engineering and the Haslam College of Business. I spoke to a cohort during a panel-style session and was blown away by the work they had already accomplished and the skill set that is being developed in their courses. Working at a primarily engineering company, learning the business side early in one’s career is a real differentiator and will allow these students to stand out.
MAIN CHANNELS FOR RECRUITING HASLAM UNDERGRADUATE TALENT

We offer a variety of options for engaging with our undergraduate student population. In the following pages you’ll find general access points (directly below), career fair opportunities, and class and student organization presentation opportunities. Each page has a button that will link you to our Employer Development Manager, who will facilitate your recruitment plan, and address any questions you may have.

- **Handshake** Handshake is UT’s online job and internship board where employers can post internship and job opportunities for free. You also can search student resumes, post events, and request on-campus interview dates through the system. The account registration process is quick and easy. Scroll down and click “Handshake Employer Portal.” Once you submit your registration, please allow three to five business days for approval. For Handshake-related questions, contact Miciah Burns (mburns26@utk.edu, 865-974-5435), Employer Relations Assistant, UT Center for Career Development.

- **Internships** Internships provide students with valuable work experience where they can incorporate classroom learning into a business setting. They also give students real world experience in their targeted professional field, and provide a chance for them to network in that field. Taking on interns also gives you the opportunity to evaluate potential employee prospects and groom talent to your organization’s culture. If you have internship opportunities, we encourage you to post those on Handshake. If you are interested in starting an internship program at your company, contact Megan Flora for additional resources and assistance in the process. Haslam abides by the NACE practices and policies regarding internships as well as their guidelines for internships.

- **Micro-Internships** The UT Center for Career Development recently connected with Parker Dewey, a company that coordinates micro-internships or projects at a company that are typically between 5-40 hours. If you are interested in connecting with students in this new way and finding additional talent to bring in to your company, click here for more information and to create your account.

- **Employer of the Day** Employer of the Day (EOD) is a casual tabling opportunity offered to employers during the fall and spring semesters. This is a great way to connect with business students and build your brand on campus. You may bring company flyers, giveaways, promotional information, food, etc. to share with students. If you are interested, be sure to register early as spots are limited and assigned on a first come, first served basis. Registration typically opens in July for the upcoming fall semester, and November for the upcoming spring semester. Registration is online.
• **On-Campus Interviews** Employers can easily reserve space for conducting on-campus interviews by logging into [Handshake](#). Once you log in, select “Home” on the left side and then select “Request an Interview.” This will walk you through the process. It is free to reserve a room, and all on-campus interviews are coordinated through the UT Center for Career Development. For questions, contact Miciah Burns ([mburns26@utk.edu](mailto:mburns26@utk.edu), 865-974-5435), Employer Relations Assistant, UT Center for Career Development.

**CAREER FAIRS**

Career Fairs are for organizations seeking students/alumni for full-time positions and internships. Registration and cost information can be found on [Handshake](#). Any questions should be directed to Megan Flora at [mflora@utk.edu](mailto:mflora@utk.edu).

• **Haslam Prepared Career Fair**  
  **Dates:** This fair falls in September and February  
  The Haslam Prepared Career Fair is for sophomore and junior business students who are enrolled in the Haslam professional development courses, and students are required to attend in order to practice their networking skills. Employers will interact with students just like they would at a typical career fair, but they will also be asked to provide feedback to students during their conversations. Additionally, the fair does serve as a recruiting event and a great way for employers to connect with early business talent for internship and/or job opportunities.

• **Fall Job & Internship Fair Week**  
  **Dates:** September  
  The fall fairs are typically divided into three separate days, Engineering & STEM, Supply Chain, and Business/Government/Retail. All of the fairs are open to all UT students (all years and all majors) and serve as an opportunity for companies to recruit for full time and internship opportunities.

• **Spring Job & Internship Fair**  
  **Dates:** February  
  The Spring Job and Internship Fair is for corporate employers, government agencies, camps, and non-profit organizations who are seeking students or alumni for full-time positions, internships, or summer jobs. The fair is open to all UT majors and degree levels and is ideal for organizations to recruit recent and upcoming graduates. Attendance averages between 1,400 and 1,800 students with 215+ employers. For registration and cost information, login to [Handshake](#).
CLASS & STUDENT ORGANIZATION PRESENTATIONS

As part of the Haslam Prepared series, all business students are required to complete four career/professional development courses during their time at UT. Three of these courses, BUAD 200, BUAD 300, and BUAD 405, incorporate employer speakers into the classes, so we often need employer volunteers to present to students on various topics. Those topics and courses are outlined below along with additional opportunities for you to interact with students.

- **BUAD 200: Integrity: Becoming an Ethical Leader and Effective Communicator** In this class, we often have opportunities for employers to come speak to our sophomore business students on various career- and communication-related topics such as creating a professional brand, utilizing LinkedIn, etc. Contact Megan Flora if you are interested in speaking on a related topic.

- **BUAD 300: Case Studies** This class is designed for junior business students. During the semester, students work on a problem-based learning/case study project where they create solutions for a real world problem a company is facing and then present those solutions at the end of the semester. We look for employer presenters to help introduce the case study prompts to each class section as well as help critique the final presentations at the conclusion of the semester. You are welcome to present your own, company-specific case study, or our professional development coordinator can provide a case study for you to present.

- **BUAD 405: Impact: Becoming a Leader Who Makes a Positive Difference** This is the fourth and final course in the career/professional development series and is designed for our senior business students. The course focuses on enhancing community engagement and utilizing strengths and skills outside the workplace for the betterment of others. Students participate in community service and reflection, explore ways of utilizing their skills to be civically engaged, and practice servant leadership with the goal of having a positive impact on the world after they graduate. The course also looks at various businesses and how those companies engage within the community and support their employees with opportunities to do the same. We look for employers to present to this class from companies that are involved in community service and that encourage their employees to give back to the community. Each presenter will talk about the community service values and initiatives of their company and also answer questions from students. If your company is a good fit for this topic, contact Megan Flora.
**ADDITIONAL WAYS TO CONNECT**

- **Office Hours/Drop-In Hours** Employers may reserve small team rooms or conference rooms in the Haslam Business Building to host these informal events. Students can stop to speak with you about full-time and internship opportunities, your office/workplace culture, etc., giving you openings to follow up with them after career fairs or other occasions. Book a space through Megan Flora at mflora@utk.edu.

- **Virtual Recruiting Events** Visit our Virtual Connections Page (career.utk.edu/virtual-connections) for more information about how to connect with our students virtually, including networking sessions, career panels, workshops, virtual site visits, etc.

- **Employer Panels, Resume Reviews, and Practice Interviews** The UT Center for Career Development works closely with the Haslam Professional & Career Development team to offer additional ways for employers to engage with students on campus, including employer panels, boutique career fairs, workshops, Vol Treks (company site visits with students), office hours, meet and greets, resume critiques, practice interviews, and more. Our two career consultants (Megan Butler at mlaverty@utk.edu, Courtney Pelzer at cpeizer@utk.edu) work specifically with Haslam students. They can help you connect with specific departments and market your events through Handshake and college-wide newsletters.
• **Staff Site Visits** Our team is always looking for opportunities to connect with employers at their locations. Our team comes to your office to not only learn more about your company and your job/internship opportunities, but also to discuss ways we can better partner to help accomplish your recruiting goals.

• **Business Communication Studio** Employers can schedule time in this Haslam Business Building amenity to meet with students in small group settings to speak on various professional and career-related topics such as resume writing, interview skills, non-verbal communication, intercultural communication, etc. If this is one of your specialties, we are happy to discuss presentation options.

• **Diverse Talent** The Haslam Office of Diversity and Community Relations works with our student organizations and employers who want to connect with and recruit diverse talent. To learn more, contact Nayasha Farrior at nfarrior@utk.edu, assistant director for academic support and partnerships.

• **Haslam Career Weekly** All business students receive this newsletter. Contact Megan Flora to receive the link to submit your content

• **Community Service** If your company hosts public community service events, why not include those in Haslam Career Weekly or post them on Handshake and invite students to attend? Such unique events offer a more casual setting for networking opportunities with students.
## RECRUITING CALENDAR

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<td>Part Time Job Fair</td>
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<td>Haslam Prepared Career Fairs</td>
<td>Tues., September 7 and Wed., September 8, 2021</td>
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<td>Meet the Firms</td>
<td>Wed., September 8 (in person) and Thurs., September 9, 2021 (virtual)</td>
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<td>Engineering and STEM Fair</td>
<td>Mon., September 20, 2021</td>
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<td>Supply Chain Management Fair</td>
<td>Tues., September 21, 2021</td>
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<td>Business/Government/Retail Fair</td>
<td>Wed., September 22, 2021</td>
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<td>Virtual Fair (all majors/all industries)</td>
<td>Thurs., September 23, 2021</td>
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### Spring 2022

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<td>Spring Job &amp; Internship Fair</td>
<td>Tues., February 22, 2022</td>
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<tr>
<td>Haslam Prepared Career Fairs</td>
<td>Tues., February 15 and Wed., February 16, 2022</td>
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<td>Mini Meet The Firms &amp; Leadership Conference Fair</td>
<td>Wed., February 2, 2022</td>
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## ACADEMIC CALENDAR

### Fall 2021

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<td>Labor Day</td>
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<td>Fall Break</td>
<td>Thurs.–Fri., September 30–October 1, 2021</td>
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<td>No Class Day</td>
<td>Wed., November 24, 2021</td>
</tr>
<tr>
<td>Thanksgiving Holiday</td>
<td>Thurs.–Fri., November 25–26, 2021</td>
</tr>
<tr>
<td>Classes End</td>
<td>Wed., December 1, 2021</td>
</tr>
<tr>
<td>Exams</td>
<td>Fri.–Thurs., December 3–9, 2021</td>
</tr>
<tr>
<td>Commencement Ceremony</td>
<td>Fri., December 10, 2021</td>
</tr>
</tbody>
</table>

### Winter Mini-Term 2022

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>Mon., January 3, 2022</td>
</tr>
<tr>
<td>Martin Luther King, Jr. Holiday</td>
<td>Mon., January 17, 2022</td>
</tr>
<tr>
<td>Classes End</td>
<td>Fri., January 21, 2022</td>
</tr>
</tbody>
</table>

### Spring 2022

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>Mon., January 24, 2022</td>
</tr>
<tr>
<td>Spring Break</td>
<td>Mon.–Fri., March 14–18, 2022</td>
</tr>
<tr>
<td>No Class Day</td>
<td>Thurs., April 14, 2022</td>
</tr>
<tr>
<td>Spring Recess</td>
<td>Fri., April 15, 2022</td>
</tr>
<tr>
<td>Classes End</td>
<td>Tues., May 10, 2022</td>
</tr>
<tr>
<td>Exams</td>
<td>Thurs.–Wed, May 12–18, 2022</td>
</tr>
<tr>
<td>University and College Commencement</td>
<td>TBD</td>
</tr>
</tbody>
</table>
OUR TEAM & MISSION

Thank you for your interest in recruiting Haslam College of Business undergraduate students! Whether you are a new employer looking to connect with Haslam for the first time, or you are a more seasoned employer looking to update or refresh your recruiting strategy, connect with us today to get the process started. Our Undergraduate Professional & Career Development Team is ready to help you connect with world-class talent and to make your campus recruiting experience as easy and effective as possible.