

Suggestions for co-op hiring cycles

To get the best Northeastern University students for your company

We have two Cycles – **Spring** and **Fall**

Spring = January – June
Fall = July – December

Co-ops are Full Time, Paid positions
 (with no benefits, the students are “still students” while on co-op....they are just not in classes)

We post positions into our database for the students to read and apply to. Below is an explanation of the timelines of when we should try to post and open positions so that we can get you resumes on time.

POSTING -RESUME TIMELINE (and start and end dates)

Co-op Term	Posting date (listed on our database for students to apply)	Resumes to employer	Employment Start date	Employment End date
Spring (January – June)	Usually early to mid-September	Usually mid-October	Beginning of Jan (changes each cycle, but usually)	end of June (changes each cycle, but usually)
Fall (July – December)	Usually mid to late January	Usually early to mid-March	Beginning of July (changes each cycle, but usually)	end of December (changes each cycle, but usually)

As stated above, we aim to get resumes to our employers giving them ample time to interview and hire the best students in advance of their needs.

So, how can an employer ensure that they “snag” the best co-op students to work with them?
 Interview and make offers early!

Suggested INTERVIEW AND HIRING OFFER TIMELINE (to snag the best students)

Co-op Term	Employer gets resumes	Best time to Interview	Best time to make offer	Employment Start date	Employment End date
Spring (January – June)	Usually mid-October	Mid to late Oct, or Early November	Late Oct, mid- Nov	Beginning of Jan (changes each cycle, but usually)	end of June (changes each cycle, but usually)
Fall (July – December)	Usually early to mid-March	Mid to late March, or early April	Late March, early April	Beginning of July (changes each cycle, but usually)	end of December (changes each cycle, but usually)

You can still find and hire quality candidates later in the hiring cycle, but (right or wrong) students assume that the best jobs get “snagged up” quickly...so they get frantic and focus elsewhere if they are not called right away.

You can also post new positions after the initial “flurry”, it just has a smaller “audience” of interested students during the first cycle (of resumes) because a lot of the students accept jobs quickly.