

## 2017 – 2018 Professional Experience Year (PEY) Recruitment Dates

### Program Specifications

PEY Internship Placement Length = 12 months (minimum) – 16 months (maximum)

- Placement Start Date - between May 2017 and September 2017
- Placement End Date - between May 2018 and August 2018
- 2<sup>nd</sup> & 3<sup>rd</sup> year Engineering and Arts & Science students (Computer Science, Business, Actuarial, Pharmacology, Math, etc.)

### Round One: September 2016 - December 2016

Date	Activity	Notes
August	Employers are invited to post jobs before the academic year begins via the ECC Career Portal	Postings will go live September 26 (2 week posting period is recommended)
September 9– September 19	Student registration for PEY internship program (online)	There will be a second registration period in January 2017
September 26	Students can view and apply to PEY postings on the ECC Career Portal starting September 26	
November 7	Last day for employers to submit Round One job postings via the ECC Career Portal	
October 14- November 25	Interview Period	On-campus, off-campus, telephone or Skype
October 19- November 28	Employers input offer details into the Career Portal	Instructions will be provided
December 1 – December 9	Offer week: students will be notified of their offer details via the PEY Office	Students have 48 hours to make a decision
December 12 – December 16	Offer Processing	Finalizing contract details and placements



## Continuous Round: January 2017 – August 2017

Date	Activity	Special Notes
January 6 – January 12	Online registration for PEY internship program	For students who did not register in September 2016
January 11	Continuous round jobs go live starting this date	
January 17	First day newly registered students can view and apply to PEY postings on the Career Portal	Jobs will continue to be posted on an ongoing basis from January 2017 until July 2017
Ongoing (January until August 2017)	Interviews	Interviews can begin any time after the job application deadline and are ongoing until August 2017
Ongoing (January until August 2017)	Offers	Offers can be made any time after interviews and are ongoing until August 2017

**Note:** During the Continuous Round, employers will follow their own recruitment timeframes; there is no ranking/offer deadline for this round.