

ON-CAMPUS RECRUITING: QUICK FACTS

The Career Management Center (CMC) looks forward to welcoming you to campus for a successful recruiting season. Columbia Business School's recruiting policies exist to ensure a fair recruiting process for all companies and students. Please share the policies in this guide with your recruiting teams.

The full recruiting policies can be found on our website: www8.gsb.columbia.edu/recruiters/how/on-campus-recruiting

FULL-TIME INTERVIEWS

- Columbia Business School has no restrictions on when firms can host full-time interviews. We encourage networking with our September- and January-entering students and select EMBA students prior to the start of the second year.
- On-campus interviews begin **Tuesday, October 16, 2018**.
- Companies should offer an alternate date and time for second-round interviews for students with conflicts.
- Full-time offers, including those to summer interns, must be held open until **Friday, November 9, 2018**, or for three weeks, whichever is later.
- See the [Full-Time Interviews calendar](#) and [full policies](#).

INTERNSHIP INTERVIEWS

- Application deadlines can begin **Friday, November 30, 2018**.
- **INVESTMENT BANKING ONLY:**
 - First-round Investment Banking interviews begin **Tuesday, January 8, 2019**.
 - Second-round Investment Banking interviews begin **Thursday, January 10, 2019**.
 - Offers for Investment Banking Internships may be extended after **Friday, January 11, 2019, 5pm**.
- **ALL INDUSTRIES:**
 - First-round interviews begin for all industries **Monday, January 14, 2019**.
 - Second-round interviews begin for all industries **Thursday, January 17, 2019**.
- Offers for internships in all industries may be extended after **Friday, January 18, 2019, 5pm**.
- **Friday, February 1, 2019** is a class make-up date. No off-campus interviews or second-round interviews are permitted.
- Companies should provide an alternate date and time for second-round interviews for students with conflicts. Companies interviewing outside of the New York area should inform the CMC of their interview timing in advance. Interviews cannot take place during blackout dates.
- All summer internship offers in all industries must remain open until **Friday, February 8, 2019**, or for three weeks, whichever is later.
- See [Internship Interviews calendar](#) and [full policies](#).

CORPORATE EVENTS

- Events for rising second-year and select EMBA students can be held over the summer, especially for the 200 students who entered in January 2018 for May 2019 graduation and did not participate in summer internship recruiting.
- Full-time corporate events begin **September 12, 2018**.
- Internship corporate events begin **September 24, 2018**. Company representatives may not meet with first-year students prior to this date, regardless of event topic.
- The Career Fair will be on **Friday, September 28, 2018** from 11 a.m. to 2 p.m. Companies are encouraged to participate in this event in lieu of holding a standalone presentation.
- Off-campus invitation-only events for first-year students may begin on **November 12, 2018** and companies may have one invitation-only event.
- See the [Corporate Events calendar](#) and [full policies](#).

ACADEMIC TIMELINE/INTERVIEW AND EVENT BLACKOUT DATES (IN ITALICS)

SUMMER TERM 2018

First day of summer term classes May 21
Midterm exams July 2-3
Independence Day holiday July 4-6
Last day of classes August 3

FALL TERM 2018

Labor Day holiday September 3
First day of fall term classes September 4
Rosh Hashanah September 10-11
Yom Kippur September 19
Midterm exams October 16-22
—full-time interviews allowed
Election Day holiday November 2-6
Thanksgiving holiday November 21-25
Study Days/Final Exams December 12-21

SPRING TERM 2019

Internship Interviews begin January 8
Martin Luther King Jr. Day January 21
First day of spring term classes January 29
Midterm exams March 11-15
Spring break March 18-22
Final exams May 6-17
Commencement May 22

RECRUITING CALENDAR: FULL-TIME INTERVIEWS

OCTOBER / NOVEMBER 2018				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
OCTOBER 15	16	17	18	19
ON-CAMPUS INTERVIEWS				
22	23	24	25	26
ON-CAMPUS INTERVIEWS				
29	30	31	NOVEMBER 1	2
ON-CAMPUS INTERVIEWS				ELECTION DAY HOLIDAY (NO INTERVIEWS)
5	6	7	8	9
ELECTION DAY HOLIDAY (NO INTERVIEWS)		ON-CAMPUS INTERVIEWS		Interviews continue through December 7, 2018, and from January 30 to May 3, 2019, with the exception of blackout periods.

INTERVIEW CALENDAR NOTES

- Full-time offers may be extended at any time. Full-time offers, including those to summer interns, must be held open until Friday, November 9, 2018, or for three weeks, whichever is later.
- Second-round interviews take place off campus and are arranged directly between the recruiter and the candidate.
- Recruiters should provide an alternate date and time for second-round interviews for students with conflicts.
- **Blackout Dates** apply.
- View the [full policies](#).

RECRUITING CALENDAR: INTERNSHIP INTERVIEWS

JANUARY / FEBRUARY 2019				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
JANUARY 7	8	9	10	11 Investment Banking offers may be extended after 5 p.m.
	INVESTMENT BANKING FIRST-ROUND INTERVIEWS		INVESTMENT BANKING SECOND-ROUND INTERVIEWS	
14	15	16	17	18 Offers for all industries may be extended after 5 p.m.
ALL INDUSTRIES FIRST-ROUND INTERVIEWS			ALL INDUSTRIES SECOND-ROUND INTERVIEWS	
21	22	23	24	25
Martin Luther King, Jr. Day (University Closed)	FIRST-ROUND INTERVIEWS			
	SECOND-ROUND INTERVIEWS			
28	29 Spring-term classes begin	30	31	FEBRUARY 1
FIRST-ROUND INTERVIEWS			Interviews continue through May 3, 2019, with the exception of blackout periods.	Class Make-up Day (First-round on-campus interviews only. Off-campus or second-round interviews not permitted.)
SECOND-ROUND INTERVIEWS				

INTERVIEW CALENDAR NOTES

- Second-round interviews take place off campus and are arranged directly between the recruiter and the candidate.
- Internship offers must be held open until February 8, 2019, or for three weeks, whichever is later.
- Recruiters should provide an alternate date and time for second-round interviews for students with conflicts.
- **Blackout Dates** apply.
- View the [full policies](#).

RECRUITING CALENDAR: CORPORATE EVENTS

SEPTEMBER / OCTOBER 2018				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
SEPTEMBER 10	11	12	13	14
ROSH HASHANAH (NO EVENTS)		Second-Year Events Begin E	L E	O
17	18	19	20	21
E	L	YOM KIPPUR (NO EVENTS)	L E	O
24	25	26	27	28
First-Year Events Begin E	L E	E	L E	Career Fair
OCTOBER 1	2	3	4	5
E	L E	E	L E	O
8	9	10	11	12
E	L E	E	L E	O
15	16	17	18	19
E	MIDTERM EXAMS (NO EVENTS)			
22	23	24	25	26
MIDTERM EXAMS (NO EVENTS)	L E O	E	L	O
29	30	31		
E	L E	E		

CORPORATE EVENT BLACKOUT DATES

- Rosh Hashanah September 10-11
- Yom Kippur September 19
- Midterm Exams October 16-22
- Election Day Holiday November 2-6
- Thanksgiving November 21-25
- Study Days / Exams December 10-21

EVENT TIMES AVAILABLE

- L** Lunchtime events Tuesdays & Thursdays only: 12:30-1:30 p.m.
- E** Evening events: 7:00-8:00 p.m. or 8:30-9:30 p.m.
- O** Off-campus events: any time
- I** **Invitation-only events:** 6:30-8:00 p.m. or 8:30-10:00 p.m.

Breakfast events are allowed 7:30-8:30 a.m. any day except **blackout dates**.

RECRUITING CALENDAR: CORPORATE EVENTS

NOVEMBER / DECEMBER 2018				
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			NOVEMBER 1 L	2 ELECTION DAY HOLIDAY (NO EVENTS)
5 ELECTION DAY HOLIDAY (NO EVENTS)	6	7 E	8 L E	9 O
12 E I	13 L E I	14 E I	15 L E I	16 O
19 E I	20 L	21 22 THANKSGIVING BREAK (NO EVENTS)		23
26 E I	27 L E I	28 E I	29 L E I	30 O
DECEMBER 3 E I	4 L E I	5 E I	6 L	7 Last Day for Events O
10 STUDY DAYS/FINAL EXAMS/WINTER BREAK (NO EVENTS)	11	12	13	14 Events may resume January 29, 2019.

EVENTS CALENDAR NOTES

- Internship recruiting events begin **September 24, 2018**. Company representatives may not meet with first-year students prior to this date, regardless of event topic.
- Events with certain clubs must be booked through the CMC. Learn more on the [Recruiters' website](#).
- **Blackout Dates** apply.
- View the [full policies](#).