



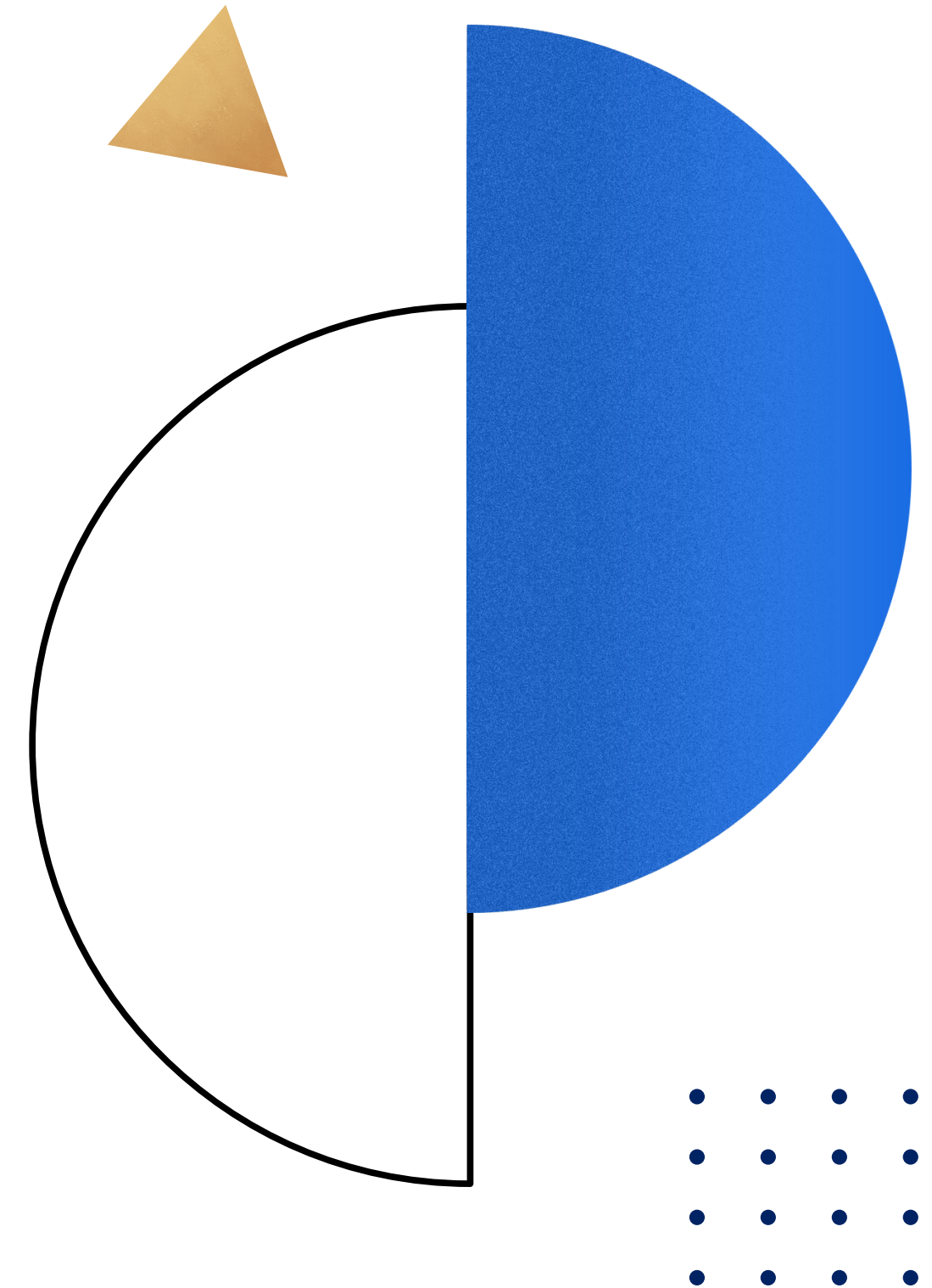
# OFFERS TIMELINE



# RECEIVING OFFERS

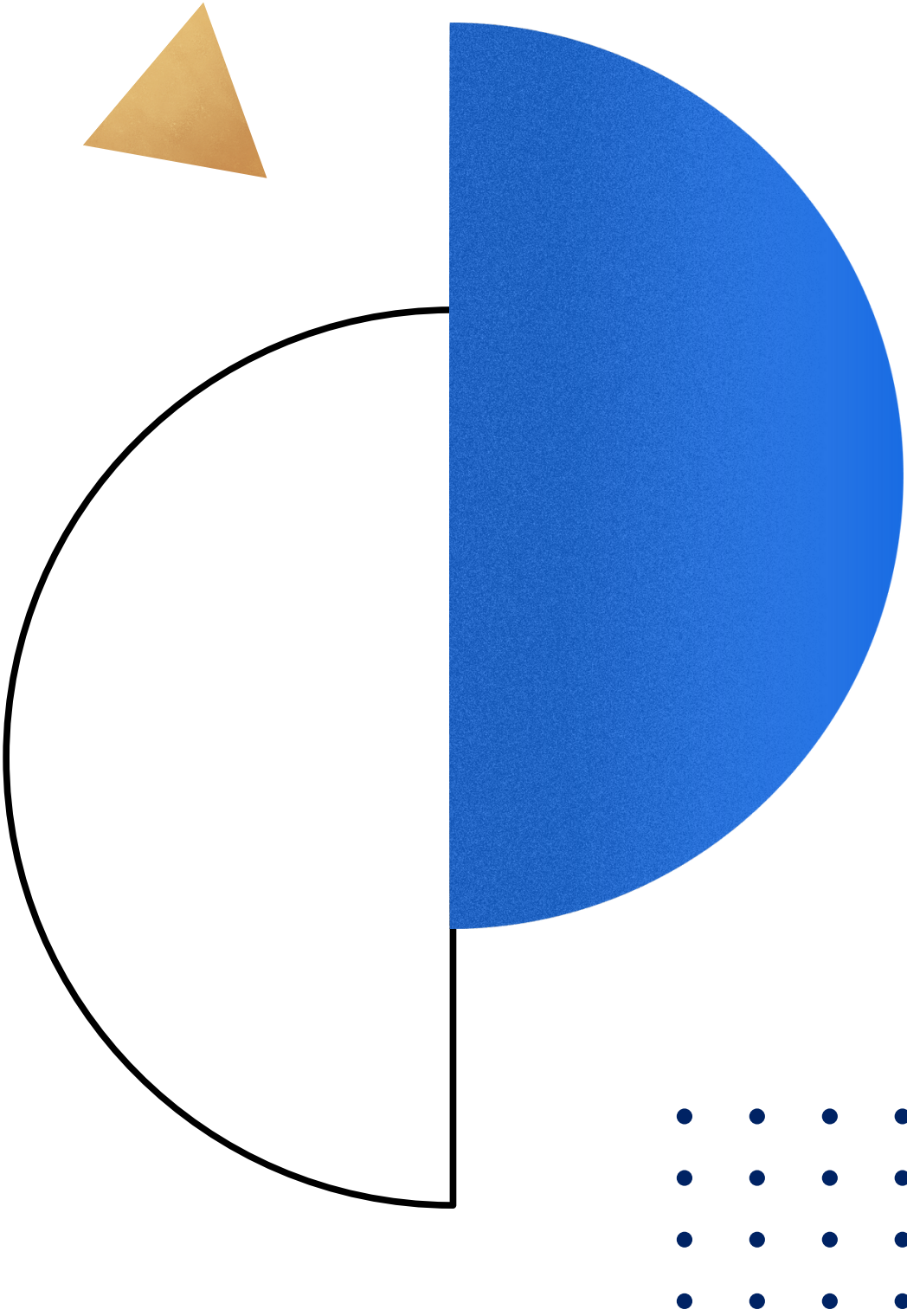
Generally, within two weeks of the final interview, you'll hear from the recruiter. Normally you will have two weeks to respond to the company regarding your decision. If for some reason you don't, you can appropriately ask for a few days or a week to make a decision. Always be sure to pray about your decision.

It should be noted that receiving offers earlier and earlier is becoming increasingly common, as much as a year in advance. Great care should be taken with any offer, but especially with very early offers. See more about early offers in particular under [Accepting and Declining Offers.](#)



# AN EXAMPLE PROCESS

Every company conducts its interviews differently, but an example of the interview process is shown on the next page. This process is very similar to dating and marriage.



# The Courting Process

Résumé → Asking for a 1<sup>st</sup> Date  
(Make a good first impression)

Interview → 1<sup>st</sup> Date  
(Don't mess it up, or you won't get a second chance)

2<sup>nd</sup> Interview → Define the Relationship  
(Time to meet with dad)

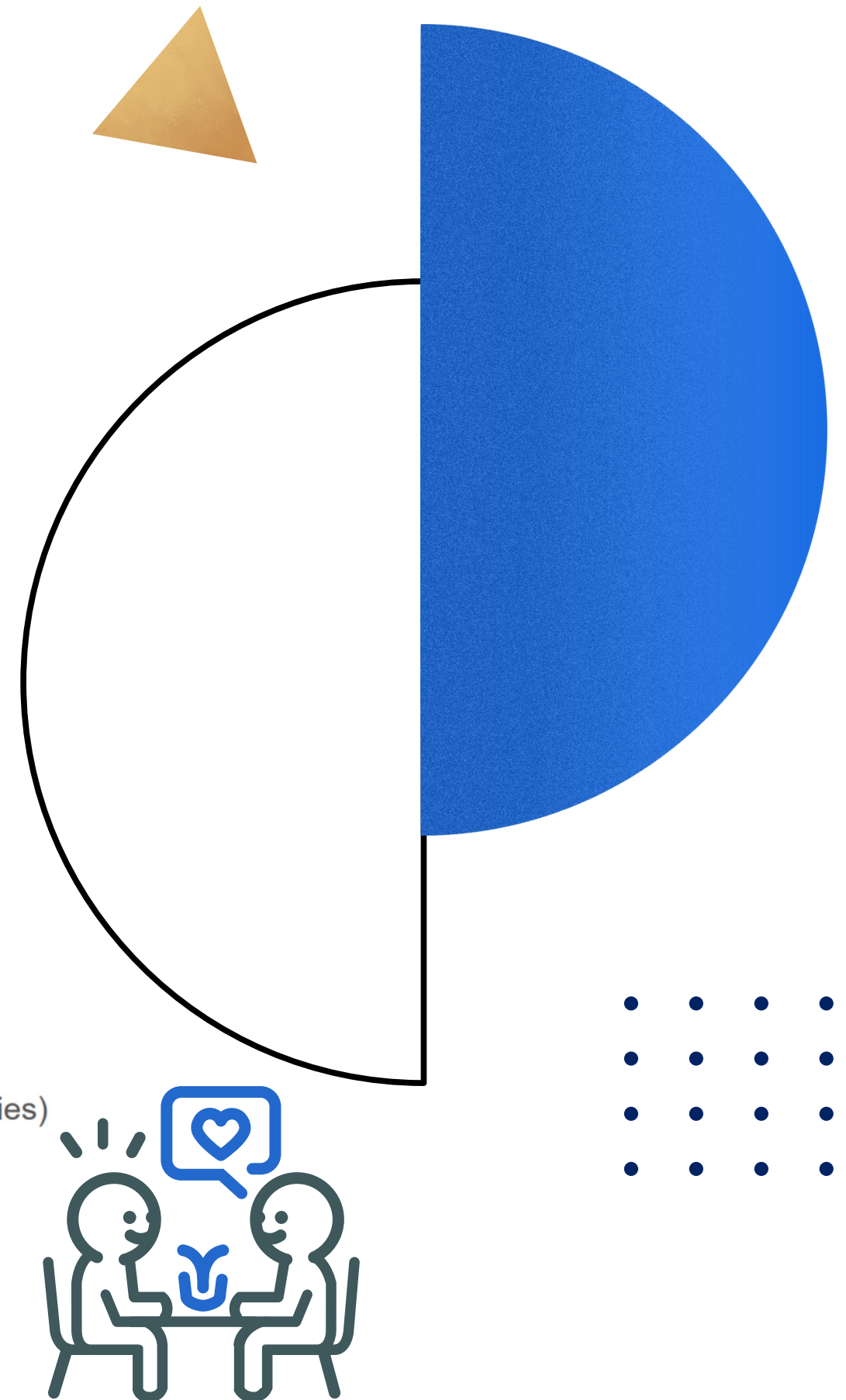
Accept Offer → Committed/Engaged  
(You're off the market-- no more flirting!)

Begin Work → Marriage  
(You did it!!)

Reneging\* → Just don't do it

(\*Reneging is going back on your previous acceptance of an offer. Can be an honor code violation, and it burns bridges with companies)

Go [here](#) to learn more about how offers are like a relationship



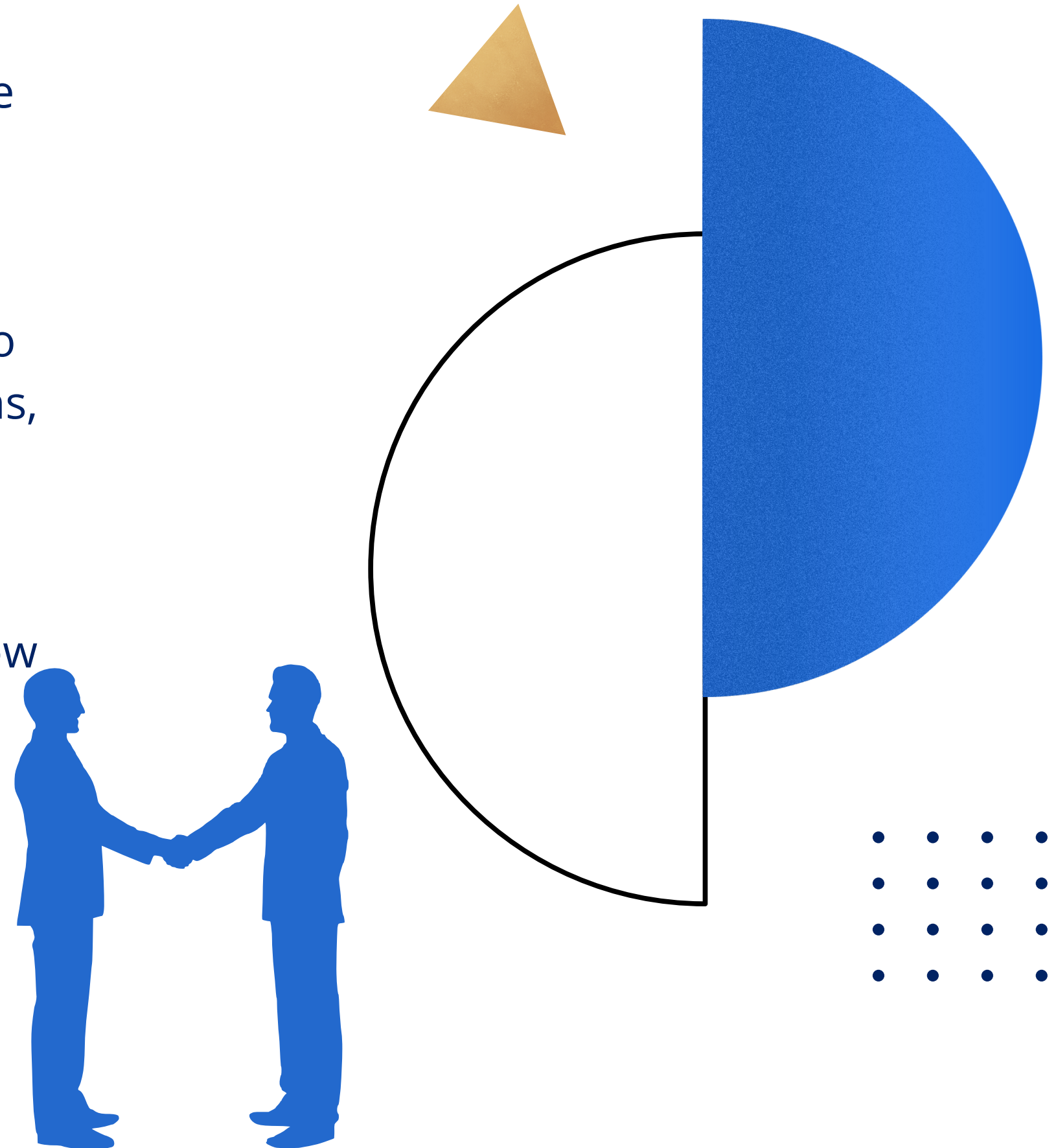
# IS ANY PART OF THIS OFFER NEGOTIABLE?

As a general rule, you won't need to negotiate an internship or entry-level job offer. MISMs may have more opportunity to negotiate.

Oftentimes an offer has benefits (e.g. office amenities, bonuses, health insurance, etc.) that you should take into consideration beyond just salary. For entry-level positions, we maintain average salaries on the [IS Career Explorer](#).

If you feel that your offer is significantly lower than this average, talk to Reid and he can give you insights into how to best handle the negotiation. Sometimes the best question to ask is this: **"Is any part of this offer negotiable?"**

Review more at [Accepting and Declining Offers](#).



# DECLINING OFFERS

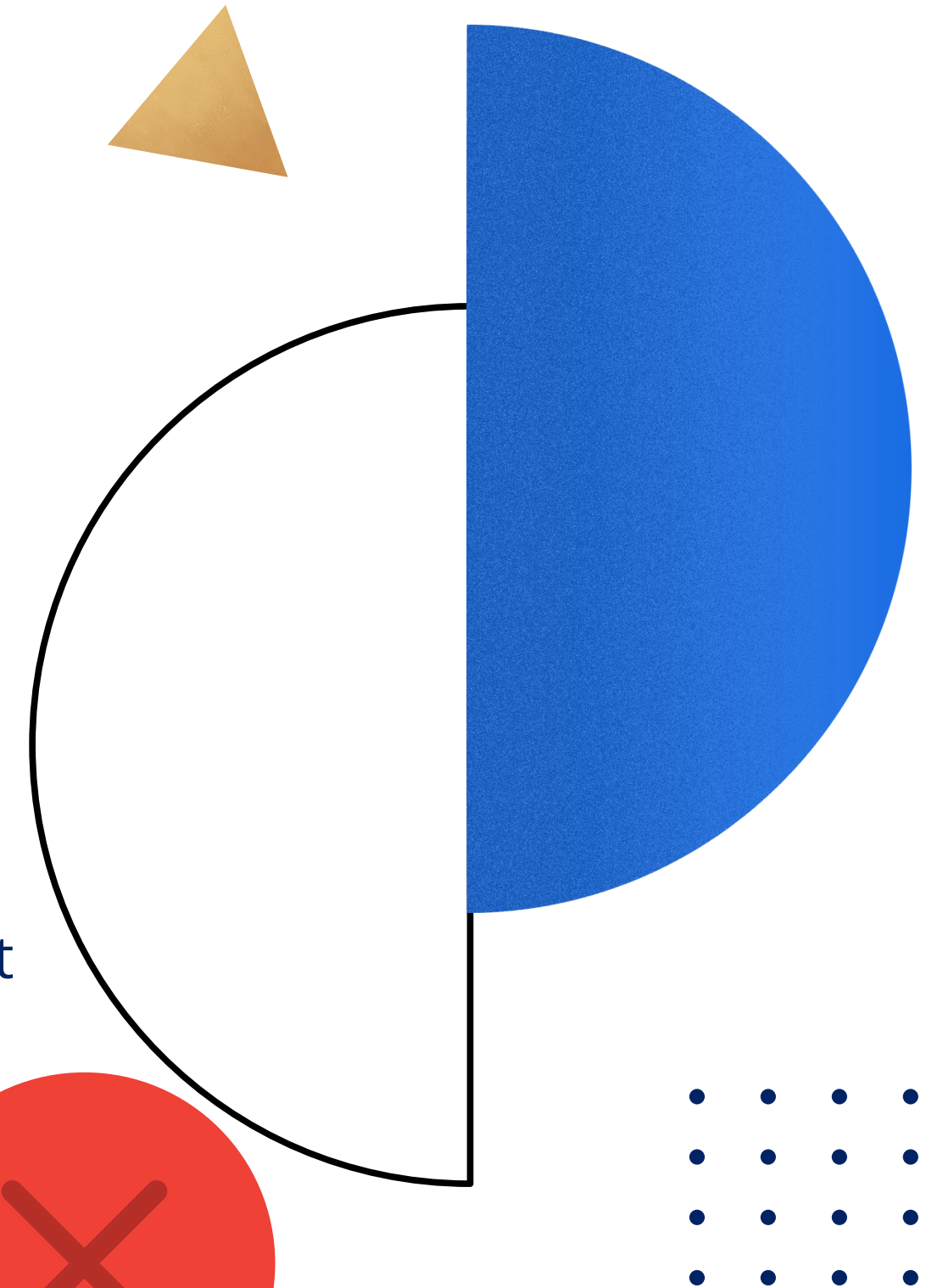
Be aware that you are free to decline any offer if it doesn't align with your objectives or just doesn't feel right. However, if it is right, move forward and make it a successful decision!

## Be gracious when declining offers.

Contact recruiters directly to let them know that you respectfully decline the offer. Don't delay the bad news. Let them know as soon as possible after you have made your decision.

If appropriate, give specific reasons for declining. Don't be afraid to tell them that you based your decision on what you felt was best for your family or that you felt you received a better offer elsewhere. **The "cost of living" in the area isn't an adequate reason for declining an offer.**

See more about how to best accept and decline offers [here!](#)



# REJOICING, REPORTING, RENEGING

If you accept an offer, celebrate! Announce it on LinkedIn!  
However, you aren't done!

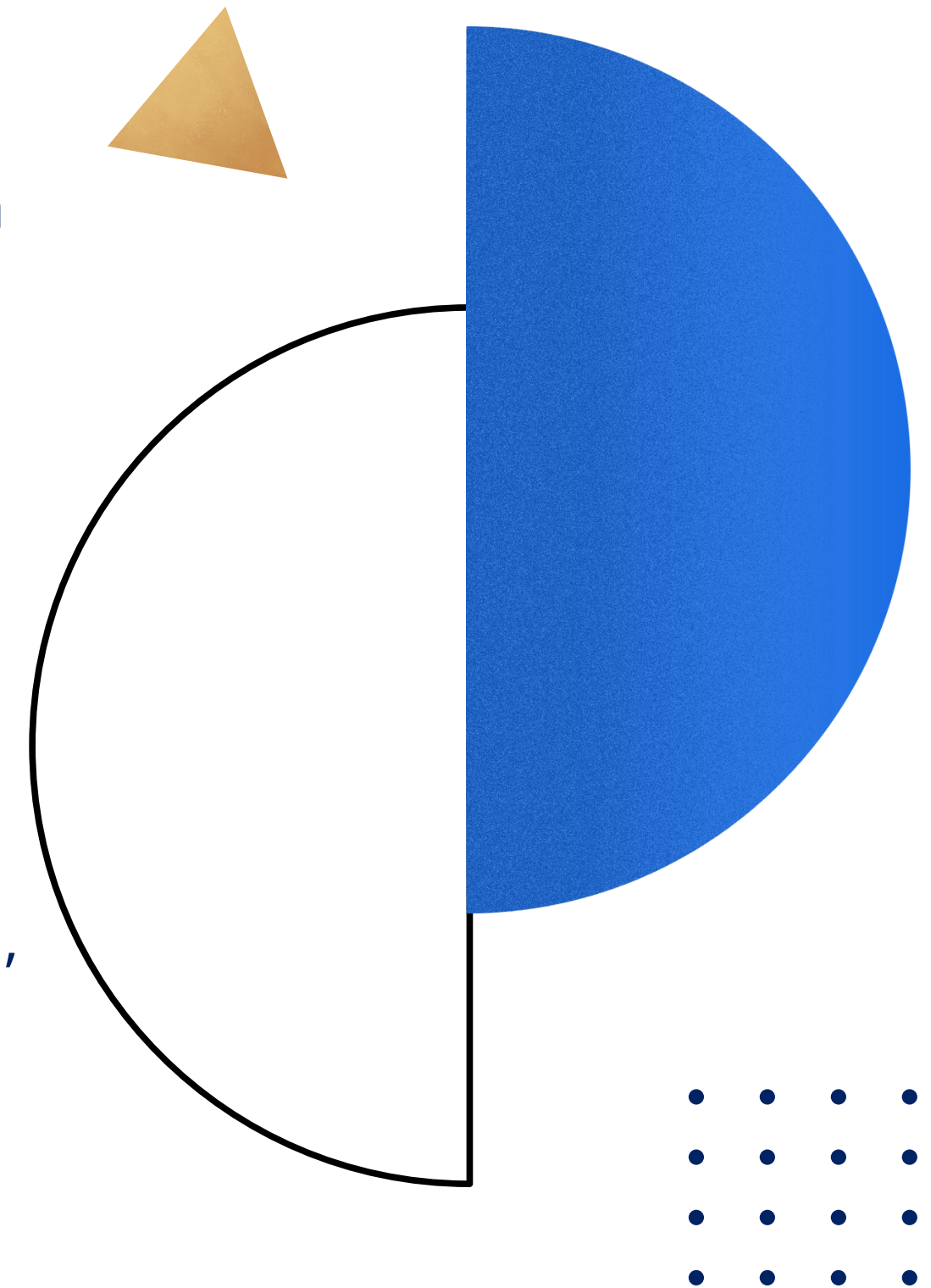
Please report your internship or job offer immediately after accepting an offer. This step is **extremely** important!

Also, once you accept an offer, we encourage you to help your peers find internships and/or jobs. Pay it forward!

Don't accept an offer and then go back on your decision. This is known as "reneging" on an offer.

Doing so has a negative impact on your reputation, that of the IS program, and the reputation of BYU as a whole. Aside from some extreme circumstances, renegeing on an offer can be considered an Honor Code violation. This is a serious matter that shouldn't be taken lightly.

If you feel the need to renege on an offer, talk to Reid immediately. He can help you determine the best course of action.



# 3 ACCEPTABLE REASONS TO RENEGE AN OFFER

Reneging is highly discouraged!! It is like breaking off a marriage engagement! Remember, once engaged, stop looking at others!

1. Changes to your personal health or immediate family health.  
e.g. Cancer, other extreme circumstances, etc.
2. Changes to your family status.  
e.g. Marriage and your spouse says "no"
3. Receipt of an "unsolicited" offer with a significant salary increase.  
e.g. Out of the blue — you may have already told them you have accepted another offer. If not, tell them (significant means greater than 10%)!

Everyone is different! Please discuss it with [Reid](#).

It's both personal and impacts more than yourself. Be prayerful!

