**Business Analysis Placement Process Change FAQ**

**Employers:**

How will unpaid field placements run for spring 2021?

* Due to COVID-19 students in the program can only participate in **remote/virtual** placement this term. Mohawk College sees this as the safest way for placements to run for both the student and employer.

Will I be inundated with student emails?

* No – students should still be treating this as “only applicants selected for an interview will be contacted” situation. Students should NOT contact an employer unless they have been contacted first.

What if I don’t start interviewing right away and all the students I contact have accepted other offers?

* If you can’t interview right away, or within the first couple weeks after receiving the resumes, feel free to contact the placement assistant to confirm which students are still available for interviews.
* If all the students you were interested in interviewing have confirmed offers and you have no other candidates, you are welcome to go into the second round of placement interviews.
* The placement assistant will still send reminders to ensure employers received the resumes and are interviewing students.

What if I offer a placement to a student, then something changes and I need to cancel the placement closer to the start date?

* It is unfortunate, but we are aware that these situations do sometimes arise. We request you contact us as soon as possible so that we can work with the student to find alternate arrangements for them.

What if a student accepts my offer, then cancels it to take another placement offer?

* Students are not permitted to cancel a confirmed placement for another placement position. They are, however, allowed to cancel their placement if they receive an offer for full-time employment in the Business Analysis field.
* Once a student has accepted a placement offer, they are considered “off the market” and cannot attend additional placement interviews or accept another placement offer.

Advantages:

* Reduces wait time to confirm your placement student
  + You can start processing paperwork for your student as soon as they are confirmed.
  + No more waiting for other employers to submit their offers to confirm their placements.
* More accurately simulates “real-world” experience of job interviews and acceptance; students will have to make a decision within 24 hours of receiving the offer directly from the employer.