

# EMPLOYER SCHEDULE

## Hiring a Co-op Student for Winter 2025

The University of Regina's Co-operative Education Program allows employers to hire students in one of two ways – The Match and Direct Offer. Please read the following schedule to decide how best you can participate.

The Match provides you with access to all of the Co-op students available for a winter work term.

### 1<sup>st</sup> Round – The Match

1. *Advertise Positions* - The following deadlines allow you to advertise your positions in time for the Match:

**Friday, September 13 – First Deadline** – Post your job in Career Connect by Fri, Sep 13 and set the deadline as Thu, Sep 26, 2024. A link to your candidate packet will be emailed on Fri, Sep 27. This provides you the maximum amount of time to screen and interview candidates.

**Monday, September 16 – Friday, October 4 – Continuous Posting.** A link to your candidate packet will be emailed the day after the job posting closes.

**Friday, October 4 – Second Deadline** – Post your job in Career Connect by Oct 4 and set the deadline as Tues, Oct 8. A link to your candidate packet will be emailed to you on Wed, Oct 9. *This is your last chance* to advertise if you want to participate in the Match. It provides you with five days to screen and interview candidates. Employer rankings must be submitted in Career Connect by 4:30pm, Wed., Oct 16

2. *Interview Candidates* – Interview weeks for the Match are:

October 1 to October 4  
October 7 to October 11  
October 15 & 16 by 4:30

3. *Rank Candidates* – Employer rankings are due by 4:30 pm on Wed, Oct 16

**Match Day is Monday, October 21st**  
**You will be notified of Match results as quickly as possible.**

### 2<sup>nd</sup> Round – Direct Offer – Post-Match Begins Monday, October 21<sup>st</sup>

After October 21<sup>st</sup> job postings are filled by direct offer. Students can be interviewed at your convenience. After interviewing, employers can offer a position directly and students are given 24 hours to accept.

**October 21<sup>st</sup> - December 20<sup>th</sup>** is an ongoing recruitment process for winter hiring.  
**It's never too late to hire a Co-op Student!**

**For more information, contact Kevin Fiessel, Manager, Career Education at [kevin.fiessel@uregina.ca](mailto:kevin.fiessel@uregina.ca)**