Rensselaer Polytechnic Institute
Center for Career and Professional Development

JobLink Activation Information
For
Recent and Experienced Alumni

FEES AND SERVICES:

**Recent Graduates** (Graduated within the last 12 months)
~No Activation Fee for 12 months after graduation

- Limited Participation in On-Campus Recruiting
- Career Counseling, by appointment only
- Resume and Cover Letter Critiques
- Access to Open Job Postings through JobLink

**Experienced Alumni** (Graduated more than 12 months ago)
~Annual JobLink Activation Fee: $25

- Access to Open Job Postings only through JobLink (12 months)
- On-Campus Recruiting is not available to Experienced Alumni

**NOTE:** Career Counseling Appointments and Resume Critique Services have been temporarily suspended until further notice

Checks or Money Orders only made payable to:

“Rensselaer Center for Career and Professional Development”

Please complete all information on the second page and return with payment to:

**ATT:** Sherry Bearup
Center for Career and Professional Development
Rensselaer Polytechnic Institute
110 8th Street, DCC 209
Troy, NY 12180

Questions: Please email bearus@rpi.edu or 518-276-6234. Please allow up to 2 weeks for your JobLink account to be activated.
JobLink Alumni Profile
Center for Career and Professional Development
Rensselaer Polytechnic Institute
518/276-6234

RIN: _____________________________
(Rensselaer Identification Number)

If your RIN is unknown, please supply your date of birth ______________________ for verification through the Registrar’s System, Banner.

Full Name: _____________________________

E-Mail: _____________________________

Telephone (w/ area code): _____________________________

Current Address:
Street: _____________________________
City: _____________________________ State: __________ Zip: __________

Permanent Address: (if same as Current Address, please leave blank)
Street: _____________________________
City: _____________________________ State: __________ Zip: __________

Academic Profile Info:
RPI Degree: __________ RPI Major: _____________________________ Graduation Date: _______

GPA*: __________ (*Last known-please check with Registrar for transcript information)

Work Authorization:
During your application process, you may or may not be asked by an employer to answer the following questions:
1) Are you legally authorized to work in the United States for any employer?
2) Will you now or in the near future require Visa Sponsorship?

Students and alumni are encouraged to ask employers at the earliest opportunity if the position being applied for has any citizenship or other restrictions based on the laws of the United States relating to national security or export controls. At the time of actual hire (not application) for a position in the United States, successful applicants will be required to demonstrate to the hiring employer the applicant’s work eligibility status using appropriate documentation. The hiring employer will inform successful applicants what documentation is required.