**BUSINESS ETIQUETTE**

Your professionalism is expected in every interaction with employers.  You are representing not only yourself, but also the standards of the UCC, your academic department, and NC State.

* [Principles of professional conduct](http://www.ncsu.edu/career/students/jobsinternships/principles.php)  
  Here's what we expect from you and what you can expect from the UCC.
* [Business etiquette](http://www.ncsu.edu/career/pdfs/business%20etiquette.pdf) & [dining etiquette](http://www.ncsu.edu/career/pdfs/dining%20etiquette.pdf)  
  You'll be more comfortable when you know what to expect and how to respond.
* Cancelling an on-campus interview  
  If you are unable to make a scheduled interview, notify the UCC immediately.
* [Handling rejection](http://www.ncsu.edu/career/students/jobsinternships/rejection.php)   
  Rejection is part of the process; prepare for it and maintain confidence.
* [Accepting a job offer](http://www.ncsu.edu/career/students/jobsinternships/offers.php)  
  Accepting a job is a commitment; all interviewing comes to an end.

Questions about a specific situation or experience? Consult with your [career counselor](http://www.ncsu.edu/career/students/quicklinks/staff.php).