



Employer Acceptable Use Policy

The MedCerts Career Center is available to bona fide employing organizations to promote full-time or part-time job opportunities, externships, internships, or clinical experiences, provided they are relevant to the certification preparation programs of study at MedCerts.

The MedCerts Career Services staff reserves the right to refuse service to employers due to any of the following: dishonesty; breach of confidentiality; fraud; misrepresentation; abuse or other harassment of MedCerts students, alumni or staff; or any other violation of school rules and regulations, local, state or federal laws. Additionally, positions that require a fee for service, or request personal data at the time of application (e.g., social security number, bank account information), will not be posted.

Employers must interact with students, alumni and Career & Internship Center staff in a professional and ethical manner, and are required to work within a framework of professionally accepted recruiting, interviewing, and selection techniques as stipulated in the [NACE Principles for Professional Conduct](#).

We expect all employers to adhere to local mandates and requirements regarding public health and safety in their office environments.

The Career Center requests employers to inform us of all offers of employment that are extended to students in order to help maintain accurate statistics regarding student employment. Employment records are kept confidential and used only for statistical purposes.