

CODE OF CONDUCT - Montreal

CA student recruitment

The recruitment of CA students is a process that must command the respect and trust of all parties in order to meet candidates' expectations.

With this in mind, training employers agree to follow a certain number of rules of conduct to protect the interests of students and their fellow CAs.

These rules are listed below:

- respect the dates set out in the university recruitment calendar;
- respect the reflection period given to candidates to respond to the offer;
- do not organize student recruitment activities from **May 15 to August 30, 2010;**
- do not organize individual or group activities during the visibility activities period from August 30 to September 22, 2010, other than those listed here. Visibility activities include university recruitment cocktails, firm visits, CA committee activities and university career fairs;
- do not organize individual or group activities during the job interview period from September 27 to October 6, 2010;
- closing activities will be held from October 6 to 17. During this period, if an evening remains unrequested by another firm, a firm may organize an individual or small group activity. An individual or small group activity can also be organized before 5 p.m.;
- do not present any written offer, letter of intent or similar document requiring the signature of candidates **during the recruitment period, i.e. from May 15 to October 17, 2010;**
- do not put any psychological or financial pressure on candidates;
- do not organize individual or group activities during the reflection period given to candidates, i.e. from October 18 to 25.
- respond to **all** candidates within a reasonable timeframe;
- honour **all** written or verbal offers of employment;
- show professional courtesy by following the above rules;
- contribute to enhancing the value of the profession by adopting a professional attitude.

We are committed to following the above-mentioned rules throughout the recruitment process in order to protect the interests of candidates and the reputation of the profession.



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