

# CODE OF CONDUCT – Outaouais

## 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 have agreed 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 present any verbal or written offer, letter of intention or similar document requiring the signature of candidates **during the recruitment period e.g. from September 8, 2010 to October 17, 2010**;
- do not place any psychological or financial pressure on candidates during the recruitment period;
- 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 the enhancement 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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