

ONE PASS & COMPASS

Late Arrivals

Please arrive on time, as Career Engagement Educators are often scheduled for back-to-back appointments and are therefore unable to meet beyond your allotted time. Give yourself extra time for parking on campus and walking from the parking garage to the Division of Career Pathways (across from the Student Center Starbucks).

Cancelations

If you are unable to make it to your scheduled appointment, please contact your Career Engagement Educator as soon as possible.

We require that you give our office **24 hours' notice** in the event that you need to cancel or reschedule your appointment. This allows other UC students and alumni to be scheduled into that appointment.

Cancellations without 24 hours' notice will count as an appointment. Repeated no-shows may result in suspension of access to DCP services.

COMPASS

Virtual Counseling

The Compass Package **does not include virtual/email counseling in between scheduled counseling appointments.** If a Career Engagement Educator provides an extended resume/cover letter review electronically during the course of the Compass Membership, that will count as **one** of the five counseling appointments.

Practice Interview

With the UC Alumni Compass Membership, you can practice interviewing and have access to thousands of interview questions through a platform called **Big Interview.**

If you would like to record a video through **Big Interview** and receive feedback, discuss with your assigned Career Engagement Educator. Submitting for electronic feedback counts as **one appointment** in the Compass Package.

RENEWALS: ONE PASS & COMPASS

One Pass Renewal

UC Alumni may upgrade from One Pass (after your session with a Career Engagement Educator) to Compass, however single One Pass subscriptions cannot be renewed.

Compass Renewal

In order to accommodate the full range of students and alumni seeking our services and to allow you to activate the tools and skills acquired, **nine months** must elapse after the end date before you are eligible to participate in Compass again.