

OSU Career Services has identified several methods to assist international students in the on-campus job search. If you hold either an F-1 or J-1 visa, employment opportunities during your degree program may be limited to on-campus employment unless otherwise specified by the Designated School Official (DSO) and the United States Citizenship and Immigration Services (www.uscis.gov). To learn more about types of employment available to students holding F-1 or J-1 visas, visit with an advisor in the International Students and Scholars office in 076 Student Union, or call 405-744-5459.

On-Campus Job Search Strategies

Oklahoma State University employs over 4,000 students each year. Many departments hire part-time students and offer graduate assistantships. Searching for a part-time job on the HIRE System is easy. The following are practical steps to help you in your on-campus employment search:

1. Visit **HireOSUgrads.com**
2. Click on **Students**
3. Click on **Login to the HIRE system**
4. Reset your password and log in (or log in as a guest). If it has been at least 8 days since you enrolled, you have an account.
5. Complete your Profile
6. Click on **Find Employment**
7. Enter your search criteria (to see on-campus opportunities, enter "OSU" in the employer name section)
8. Click **Search**
9. Select the job you would like to learn more about
10. Follow the application method listed (Guest accounts may have limited access to see application methods)

Tips for Success

- Avoid appearing overly aggressive by contacting the same department over and over.
- Use follow-up correspondence in a pleasing manner to assist you in getting the job. If your correspondence gives the appearance that you are too demanding, it could hurt your chances of getting the job you want.
- Network with other students who have located on-campus employment and find out how they located their jobs.
- Learn about American cultural expectations in the workplace from international students who have been successful.
- Visit with your College Career Consultant to learn more about on-campus employment.