

1

- 1.) https://app.joinhandshake.com/employer_registrations/new
- 2.) Complete the sign up information using your SRU email
- 3.) Click "Sign up"

2

- 4.) Select fields that closely represent the area you work in
- 5.) Click "Next: Employer Guidelines"

3

- 6.) Choose "No" for "Are you a 3rd party recruiter working on behalf of another company?"
- 7.) Click "Next: Confirm Email"

4

- 8.) Sign into your email to confirm Handshake account

5 9.) After confirmation, you will be directed to the screen below
10.) Enter your SRU email under "Employers & Career Centers" and click "Next"

Sign in
Students & Alumni
Please select your school to sign in.
Please select your school to sign in.
Never logged in? Select your school and we'll tell you what to do next!
Employers & Career Centers
Please sign in with your email.
marcia.kotek@sru.edu
Next

6 11.) Enter the password you created, Click "Sign In"

Welcome back, Marica
Please enter your password to sign in.
.....
Sign In Forgot your password?
Keep me logged in
Is this not you?

7 12.) Request "Slippery Rock University"
13.) Click "Next: Connect to Schools"

handshake Help Marica
Step 3 of 4 - Join Company You've selected Slippery Rock University **Next: Connect to Schools**
Great! It looks like your company is already in Handshake.
Are you a part of a division within this company?
No problem. First join this company, and then you'll be able to set up your division within it.
Not your company?
The email domain you used to sign up with (@sru.edu) has already been taken. Please contact us for additional help.
Unable to join?
PAYROLL
Slippery Rock University
On-Campus Student Employment at Slippery Rock University
Slippery Rock, Pennsylvania, United States |
https://www.sru.edu/offices/payroll

8 14.) Click "Next: Finish" **do not** connect to any schools; you will already be connected to SRU
15.) An email confirmation will be received when your account is approved; accounts will be approved at 10am and 3pm M-F

handshake Help Marica
Step 4 of 4 - Connect with Schools 0 Schools selected **Next: Finish**
Showing 810 results
Medaille College
Buffalo, New York • 2,750 students
Arizona State University
Filter Schools by
Region
Midwest
Northeast
South
Thank You for Signing up for Handshake!
Your Current Status:
Pending approval at Slippery Rock University
Pending connections with 0 schools
Your approval request has been sent to the Account Administrator(s) at Slippery Rock University. As soon as you're approved, we will notify you via email.
While You Wait
Get started by learning more about Handshake