



What to Expect After Applying

Curious about what happens between application and hire? Here is what most applicants can expect.

1. Application submitted

You did it! You drafted a perfect cover letter, gathered portfolio materials, and clicked the submit button.

What can you expect?

You should receive confirmation of your submission.

2. Application reviewed

This phase can take between a few days to a few weeks. During this period of time, the search committee is:

- Reviewing the first batch of applicants.
- Removing unqualified applicants from consideration.
- Ranking applicants based on job related credentials.
- Determining whether to begin interviews or wait for more applicants.

What can you expect?

If you are no longer under consideration, you will receive an email notice or application status update.

What can you do?

- Check your profile to see if your application status has changed.
- Check job posting for any job-related updates.
- You may contact the department to inquire about status.

3. Interviews conducted

If the search committee considers you a top candidate, it will extend an invitation for an interview. Interviews may be conducted by phone, online, or in person.

What can you expect?

- This phase may involve one or more interviews.
- The search committee may begin contacting your references.
- If you are no longer under consideration, you will receive an email notice or application status update

What can you do?

- Review your work history and be prepared to discuss specific examples of your ideas and work.
- Research the job description and department to better understand how your skillset can be an asset.

4. Offer extended

The search committee considers you the top candidate and extends an offer.

What can you do?

- Evaluate all offer letter terms (compensation, benefits, location, schedule, etc.).

5. Offer accepted

Congratulations, you have accepted the offer! You can begin your onboarding process.