



Pre-Approval Process

Step 6

Check Handshake for verification updates.

Step 5

At the end of the term, your employer will be emailed to verify the hours.

Summer, Spring or Fall

Step 4

Work!

Step 3

Fill out ALL information and submit experience request.

Approval/Denial email will be sent to you.

Step 2

1. ECU Career Center
2. Experiences
3. Request Experience

Step 1

Create Handshake account and/or Log in to Handshake.

Repeat this process for each term (Summer, Spring or Fall)

Once in Handshake, click steps in order.