



After the Interview

Your interview is not complete after the final handshake. Thanking your interviewer and following up when appropriate can show your professionalism and enthusiasm for the position.

Thank You and Follow Up:

- Write thank you letters to interviewers within 24 hours of the interview. It is usually best to send the thank you note via email so that your interviewer receives it quickly.
- If you have not heard from the company in the time indicated, contact the appropriate person to check their progress in the decision making process and let them know you are still very excited about the opportunity.

Reflection:

- Reflect on and write down points of the interview that you felt good about/need to improve. Use these to help you prepare for future interviews.
- Assess outcomes realistically, and consider the next steps in your job search.

Managing the Next Steps:

- If you receive an offer, you do not need to accept the offer on the spot. Rather, show appreciation for the offer and ask about the timeline to give them a response. If you have questions about an offer, you can make an appointment with the Office of Career Management to discuss your options.
- If you do not receive an offer, be respectful and professional. Send a note showing appreciation for being considered and indicate that you are interested in keeping in touch about future opportunities.