HOW TO ACCESS AND COMPLETE YOUR BYU HANDSHAKE ACCOUNT AND PROFILE

EMPLOYERS WHO HAVE A HANDSHAKE ACCOUNT BUT NOT A BYU HANDSHAKE ACCOUNT
If you have an account in Handshake, but are not connected with BYU, follow these instructions to add BYU as a school.

1. Log into Handshake and select “Schools” on the left-hand side.

2. Select “Add More Schools”.

3. Type in “Brigham Young University” and select “Brigham Young University” (Make sure that Provo, Utah is the location).
EMPLOYERS WITHOUT ANY HANDSHAKE ACCOUNT

To create an account in BYU Handshake, go to handshake.byu.edu

Click SIGN UP FOR AN ACCOUNT

Select EMPLOYER

Fill out requested information

Click SIGN UP

Fill out recruiting interests and your Alma Mater

Click CONTINUE

Review Employer Guidelines

Click CONTINUE

TIPS FOR SETTING UP YOUR EMPLOYER ACCOUNT

- Read over BYU Recruiting Policies and make sure the types of jobs and events you are requesting complies with these principles.
- Be sure your company profile is complete with company contact information that includes:
  - Address (One that is not residential)
  - Phone number
  - Email
  - Website