

Graduate Careers Access Policy

Eligibility: Graduates up to and including the Class of 2025

Access Duration

Graduates of Leeds Trinity University are eligible to access the Careers and Employability Service for three years following the official date of course completion.

Available services for Leeds Trinity University (LTU) campus graduates:

- 1:1 career information, advice, and guidance appointments
- CV, application, and interview support
- Access to selected employer events, job opportunities and online workshops (via our graduate digital careers platform(s))
- Use of our graduate digital careers platform(s)

Available services for LTU partner institution graduates¹:

- Access to selected employer events, job opportunities and online workshops (via our graduate digital careers platform(s))
- Selected use of our graduate digital careers platform(s)

Acceptable Use and Behaviour

All users of the service - including graduates, must treat staff and fellow users with respect and professionalism at all times.

Inappropriate, abusive, harassing, or unsolicited and persistent communication towards staff or other users will result in immediate withdrawal of access and may lead to further action under the University's misconduct or safeguarding procedures.

Withdrawal of Access

The University reserves the right to withdraw a graduate's access to any or all careers services at its discretion. Non-exhaustive examples of immediate withdrawal include:

- Harassment or inappropriate contact with staff
- Abuse of communication channels
- Misrepresentation of identity or purpose
- The university deems supporting an individual puts staff at undue risk
- Any conduct that does not align with our university values

The University also reserves the right to amend this policy at any time.

¹ Partner graduates should contact their educational partner to identify the graduate careers service provision offered.