



Creating a Handshake Account for On-Campus Supervisors

Handshake is the exclusive job posting platform at Stony Brook University, serving as the Career Center's primary recruiting and career services tool for students, alumni, and employers.

Benefits of Posting on Handshake

- Allows departments to link to an external recruitment process (e.g., webpage, Google Form, Qualtrics)
- Expands student awareness and access to on-campus opportunities
- Enables Career Center staff to promote positions, including featuring them in a bi-weekly email about on-campus jobs and internships

Steps to Create an Account

1. [Visit Handshake Employer Registration.](#)
2. Complete the form using your Stony Brook University email.
3. Check your inbox for a confirmation email from Handshake. *If you don't see it, check your spam folder.*
4. Click the link in the confirmation email to log in.
5. Select **Stony Brook University** as your company.
6. Wait for account verification.
7. Once approved, you can start posting job listings.

Additional Notes

- If you previously had a student account on Handshake, follow the steps above, then switch to **Employer** under your profile and click **Switch Users**.
- If you accidentally created a duplicate account or have an account through Stony Brook Medicine, Handshake Support will need to resolve the issue.

Questions?

Contact the Student Employment team for assistance.