

Resume Paper:

- Student must be currently enrolled and taking classes at OSU-Stillwater or OSU-Tulsa Campus.
- Student will only receive 10 sheets free per day.

Thank You Card:

- Student must be currently enrolled and taking classes at OSU-Stillwater or OSU-Tulsa Campus.
- Student will only receive 5 cards free per day.

Portfolio:

- Student must be currently enrolled and taking classes at OSU-Stillwater or OSU-Tulsa Campus.
- Student agrees to purchase the leather portfolio from OSU Career Services for \$5.00.
- Student will be charged \$5 to your OSU Bursar Account.

Student Business Card:

- Student Business Cards are intended to contain current program of study.
- Due to the limited nature of business cards, Certifications, Honors Societies, Organizations, Campus Departments, Job Titles and Web Address cannot be listed.
- Student will not be allowed to add any certification after their name except for M.S. or Ph.D.
- Student must be currently enrolled and taking classes at OSU-Stillwater or OSU-Tulsa Campus.
- Student agrees to use Student Business Cards for job search purposes only.
- Student agrees to purchase the printed set of 250 Student Business Cards from OSU Career Services for \$5.00 (First Print) and \$12.00 (Additional Print).
- Student agrees to pick up Student Business Cards within one (1) month of the delivery date. If Student Business Cards are not picked up, they will be discarded.
- Student understands that OSU Bursar Account will be automatically charged upon submission of the order.
- OSU Career Services will not mail Student Business Cards.
- Once graduated, alumni will not be able to order Student Business Cards.
- Cards can be ordered during breaks, holidays, and summer. But take note, during these slower times orders may take much longer than 10 business days.