Mock Interview Protocol

A mock interview is an individual session with a career professional to help you prepare and strategize for future interviews. Most mock interviews are 60 minutes in length; MGMT 250 Mock Interviews are 30 minutes in length. Questions are mainly behavioral-based, given the popularity of this type of question in interview process across industry/job function.

Grad school and medical school mock interviews will only be given to those students who have a medical or grad school interview scheduled.

After the interview, we will give you constructive feedback regarding your interviewing style and how you responded to the questions.

Before you schedule a Mock Interview:

- Please have your resume reviewed by a counselor during Drop-in Hours, M – Th, 11:00 a.m. – 2:00 p.m. during the academic year; hours vary during the summer. Check the Career Center website for details.

When scheduling:

- If you are preparing for an interview with a specific organization, let us know that when scheduling, and email the job description when you send your resume. If it’s a medical, dental or grad school mock interview, let us know where you’re interviewing when you schedule the appointment, and any other details you think are important.

After you schedule:

- Email your resume (and position description or program information, if applicable) to careers@case.edu no later than two business days in advance of your appointment.
- Develop a list of questions to ask the counselor who will serve as your interviewer.
- To learn more about interviewing, sample interview questions and a list of questions you can ask interviewers, check out the Interviewing section of the Career Search Guide on our website.

Day of your interview:

- Dress in business attire
- Arrive 5 minutes early and check in at the Career Center desk
- Bring a hard copy of your critiqued resume

After your interview:

- Write a thank you/follow up letter to the interviewer

If you are unable to attend this appointment, please cancel as far in advance as possible by calling 368-4446. “No shows” are unacceptable interview behavior. Advanced cancellation allows us to give the appointment time to another student/alumnus who needs it. Thank you for your cooperation.

A no-show or multiple cancellations will result in your inability to schedule future Mock Interviews and may require additional follow up with a Career Center staff member.