



Alumni Guidelines

Schulich Alumni Coffee Chats

Informal one-on-one conversation over coffee

The Schulich Alumni Coffee Chat program connects students with Schulich alumni in an informal one-on-one conversation over coffee. Coffee chats are a perfect avenue for students to gain professional insight and make connections. For alumni, this is a simple way for you to make an impact on the student experience. We thank you for sharing your time and expertise with the students.

How the Program Works

To volunteer to have coffee with students, sign-in Schulich Alumni Online Community (www.schulichalumniconnect.com). Update your profile under the “Me” tab. In the “Willing to help” section, check off Alumni Coffee Chats.

Students who have registered for the program will be able to view your profile in the Online Community and send you a message to request a coffee chat. You will receive an e-mail notification when a message has been sent to you and can respond accordingly.

Please respond to any student messages within 5 business days.

About the Coffee Chat

Duration and Location

The duration of the coffee chat should be no more than 30 minutes and should be at a convenient time and place (the coffee chat does not have to be on campus).

Etiquette

The students will be responsible to initiate, schedule and coordinate your coffee chat meeting.

If the student requested a 30 minute coffee chat, then you should wrap things up in the appropriate time. You are not obligated to stay longer than the agreed upon time.

The student will offer to pay for coffee.

Conversation

The students will have come prepared with conversation topics and/or questions for the coffee chat. Try your best to remain on topic and focus on the student's area of interest.

Most of your conversation will focus on professional topics (work experience, job roles, industry insights etc.), however you can casually chat about hobbies, interests and passions to build a personal connection.

After the Coffee Chat

If you feel that you and the student established a good connection, you may continue to meet with the student for long as you both feel it is mutually beneficial. You are not obligated to continue meeting with the student after the coffee chat has ended.

Feedback

At the conclusion of your Coffee Chat experience, we ask that you provide us with your feedback. Your feedback is confidential and will be used only to improve our program.

Thank you for your support!

** Document updated in December 2022*