

HANDSHAKE WORKAROUND for the virtual E-GSPIRE fair

Hello MS/PhD and Postdoctoral Colleagues,

Our Academic Consortium of 23 institutions (including all Big Tens) invites all graduate students and postdocs to participate in the virtual career fairs. **These fairs use the Handshake platform which Purdue does not host, so OSU has created a “workaround” for Purdue students and postdocs to still participate.**

Before you do anything else, **make sure to read the rest of this document completely before continuing.**

To start...open the career fair registration by clicking on the registration hyperlink below. Now, in a separate window, open the link below highlighted in green and labeled **“Resource for Students.”** The online instructions created by Handshake will walk you through how to set up your **STUDENT** Handshake account (postdocs are not students, but to participate you must have a Handshake student account!) and how to register for any of the virtual career fairs.

G-ESPIRE Event Details:

Thursday, January 29, 2026

Noon – 4:00 PM Eastern Time

Handshake Virtual Career Fair

[Click here](#) for more details and to register now!

Resource for Students

Before you try to register for the virtual career fairs make sure to add your postdoc or current degree program under your “My Profile” within the “Education” section. If you do not add your highest degree or postdoctoral studies in your My Profile menu, then you will see a message that says, **“Not qualified to join.”** Add your degree and try again to register if you forget. **See pictures below (ignore the title of the fair, as this is just an example).**

Here is what you should normally see. Notice the “Register” button on the right side:

The screenshot shows the Handshake app interface. On the left is a navigation menu with options: Home, Inbox (441), Jobs, Events, People (New), Employers, and Career center. The main content area features a dark banner for the "BIG10 ACADEMIA FACULTY HIRING FAIR". Below the banner, there is a link to "Back to all events" and a "Virtual Career Fair" section. The event title "2025 BIG10 Academia Faculty Hiring Fair" is prominently displayed, followed by the date and time "Wed, Oct 22, 12:00pm - 4:00pm EDT". At the bottom, the logo for The Ohio State University Engineering Career Services is shown. On the right side of the event details, there is a "Register" button, which is highlighted with a black arrow. At the very bottom, there are links for "Your schedule", "Available sessions", and "Career fair details".

However, if you see that the “Register” button has become a “Not qualified to join” button, then follow the instructions below:



Click on your picture or the circle in the upper right corner of your screen and select “My Profile”:



Scroll down to the “Education” section of your profile. Click the pencil icon to edit your education section. In the popup window under both the “Education level” and the “School year” boxes, you need to add your current information, as the career fair is limited to MS/PhD/Postdocs level talent only. These two boxes should be identical (e.g. If you are in a Postdoctoral program, then your Education level is “Postdoctoral Studies” and your School year is also “Postdoctoral Studies.” Save and close the updates.:

Education

School*

Locked by school

The Ohio State University

Education level*

Postdoctoral studies

School year

Postdoctoral Studies

Start date (optional)

August

2024

End date (optional)

May

2028

☐ Currently attending

Area of study (optional)

Search

Industrial and Systems Engineering X Industrial and Systems Eng X

Remove

Save and close

Add your current degree program or scholarly level under “Education level” and “School year.” Options are Master’s, Doctoral, or Postdoctoral Studies. Then save and refresh the career fair page. **You should now see the register button!** Thank you for joining us.

If you continue to have trouble registering, then please click on your pic or the circle in the upper righthand corner of Handshake and select “Contact Support.” A Handshake Digital Assistant bot will pop up. Make sure the information is correct, then select “I’m a student or alumnus” and submit. First, try using the bot to solve your issue, as Handshake has a plethora of guides that walk you through almost every problem or process.

If that doesn’t work, then type in “Submit a ticket” and submit. Handshake should immediately send you an email asking how they can help. Make sure to share the problem you are having, that it is for a virtual career fair, provide the career fair link, and upload any screenshots to help them understand your issue. They should reach out via email within 24-48 hours or less. **Plan ahead and have your registration done at least a week before the fair as you need to sign up for group and/or individual sessions to actually participate with companies or academies.** Good luck on your search for career success!

(If your institution provides accommodation services for your students, then please include the text here or work with Sam Wheeler at swheeler@joinhandshake.com)