



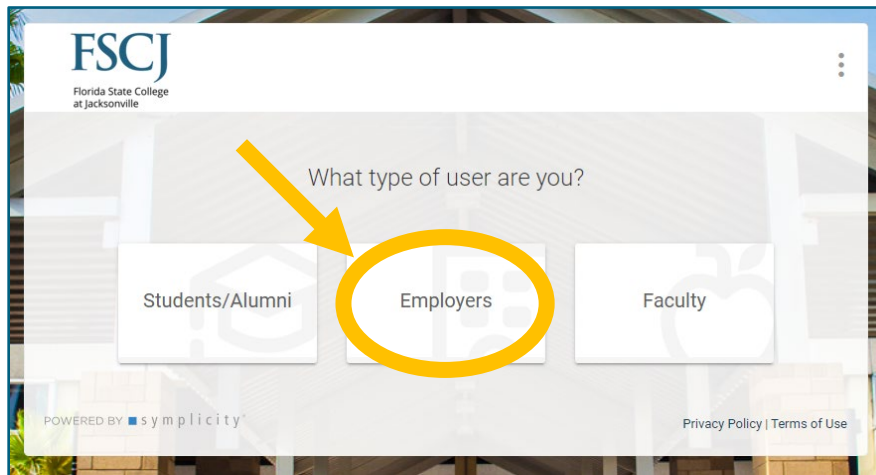
CSM

Employer Registration and Password Setup

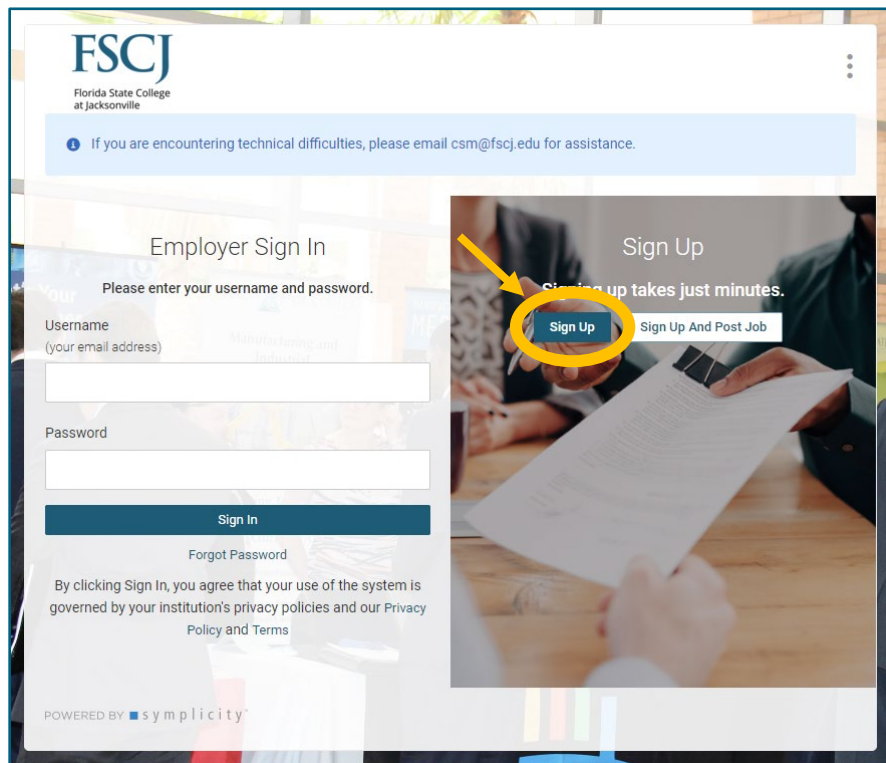
How to Register for a CSM Account

Go to <http://fscj-csm.symplicity.com>

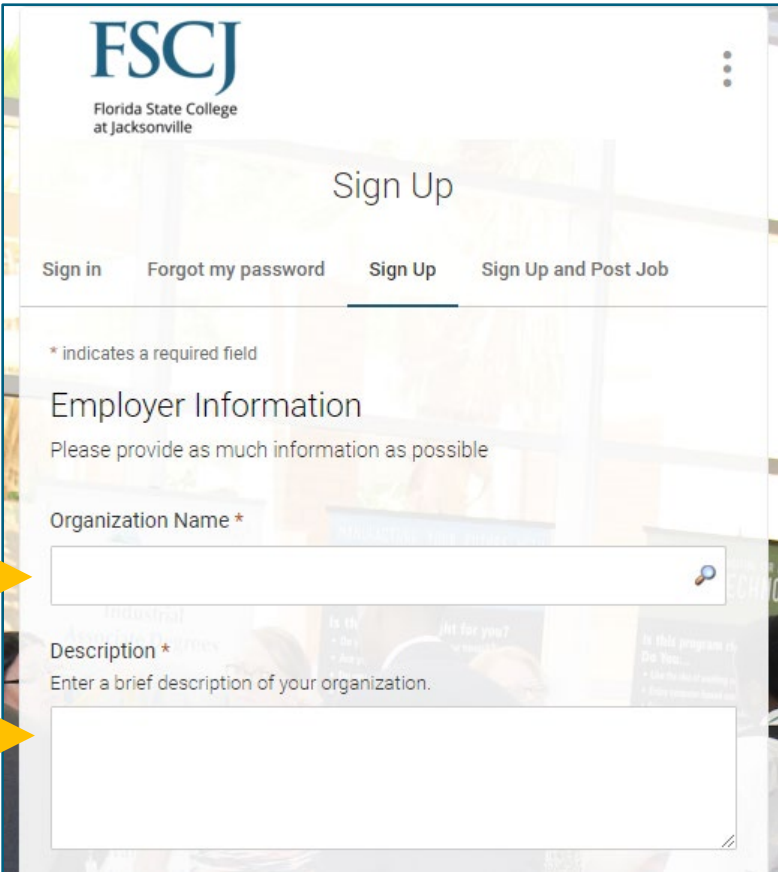
- Click on the **“Employers”** button.



- Click on the **“Sign Up”** button.

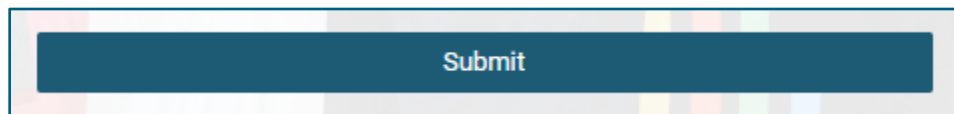


- **Enter** the company's information in the appropriate fields.



The screenshot shows the FSCJ (Florida State College at Jacksonville) Sign Up page. At the top left is the FSCJ logo and name. Below it is the 'Sign Up' title and navigation links: 'Sign in', 'Forgot my password', 'Sign Up', and 'Sign Up and Post Job'. A note states '* indicates a required field'. The 'Employer Information' section asks for as much information as possible. Two yellow arrows point to the 'Organization Name *' text input field and the 'Description *' text area, which includes the instruction 'Enter a brief description of your organization.'

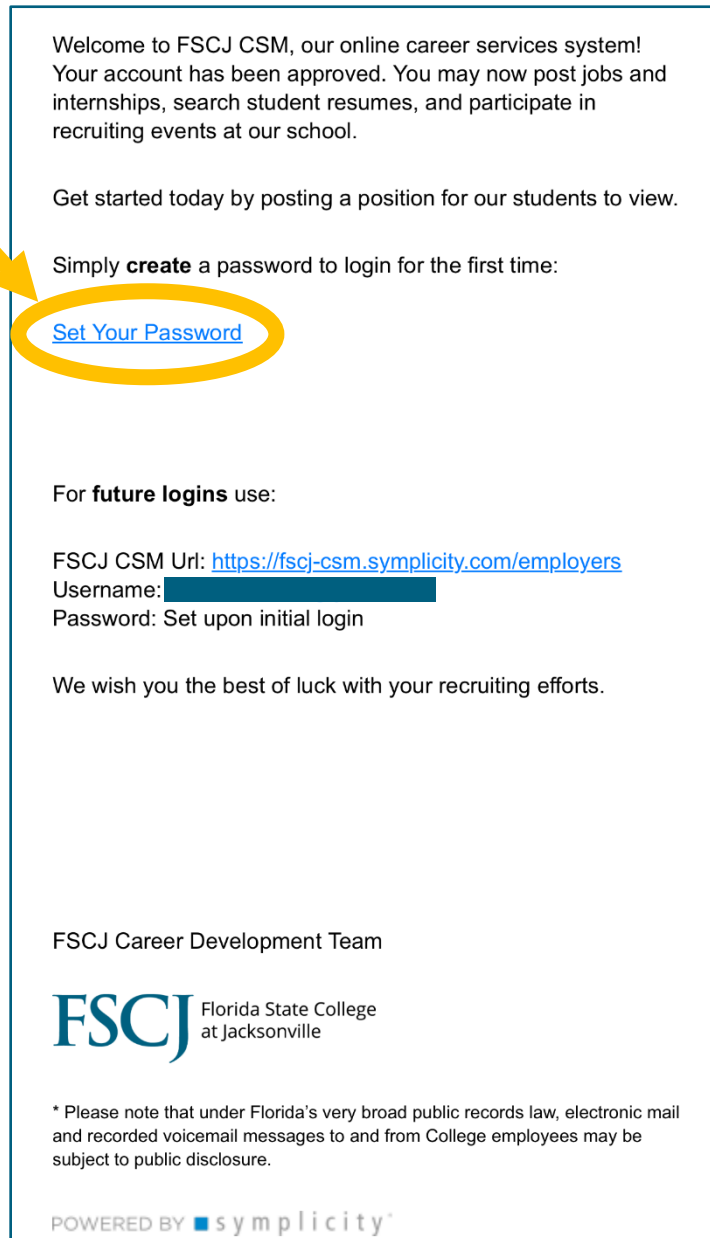
- Once completed, click on the **“Submit”** button.



Please allow 24–72 hours for the FSCJ Career Development staff to approve your registration. If approved, you will receive an email confirmation.

How to **Set Up a Password**

- In the confirmation email, open the link labeled **“Set Your Password.”**



Welcome to FSCJ CSM, our online career services system! Your account has been approved. You may now post jobs and internships, search student resumes, and participate in recruiting events at our school.

Get started today by posting a position for our students to view.

Simply **create** a password to login for the first time:

[Set Your Password](#)

For **future logins** use:


FSCJ CSM Url: <https://fscj-csm.simplicity.com/employers>
Username: [REDACTED]
Password: Set upon initial login

We wish you the best of luck with your recruiting efforts.

FSCJ Career Development Team

FSCJ Florida State College
at Jacksonville

* Please note that under Florida's very broad public records law, electronic mail and recorded voicemail messages to and from College employees may be subject to public disclosure.

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