



NYU SCHOOL OF LAW TIMING GUIDELINES AND POLICIES FOR EMPLOYERS

I. Guidelines Regarding the Timing of Offers and Decisions

The following timing guidelines apply to private sector employers with more than 40 attorneys firm-wide:

Degree/Year	Offer Type	Offer Deadline
JD 2L	Summer Offer made to 2L NOT previously employed by the firm, after the first day of NYU Law’s Early Interview Week (“EIW”) and before December 15	Remains open for at least 28 calendar days following date of the offer letter, or until December 30, whichever comes first.
JD 2L	Summer Offer made to 2L NOT previously employed by the firm and after December 15	Remains open for at least two weeks after the date of the offer letter.
JD 2L	Summer Offer made to 2L previously employed by the firm	Remains open for at least 28 calendar days from the first day of EIW.
JD 2L	Summer Offer made before the first day of EIW to a 2L NOT previously employed by the firm	Remains open for at least 28 calendar days from the first day of EIW.
JD 1L	Offer made to 1L (for 1L summer employment)	Offer remains open for at least 2 weeks after date of offer letter.
JD 3L	Full-Time Offer made to 3L previously employed by the firm	Remains open until at least October 1 of the candidate’s final year of law school if the offer was made on or before September 2. If the offer was made after September 2, it remains open for at least 28 calendar days.
JD 3L	Full-Time Offer made to 3L NOT previously employed by the firm and <i>after</i> the first day of EIW	Remains open for at least 28 calendar days following date of the offer letter or until December 30, whichever comes first. Offers made on or after December 15 for fulltime positions should remain open for at least two weeks after the date of the offer letter.
JD 3L	Full-Time Offer made to 3L not previously employed by the firm and <i>before</i> the first day of EIW	Remains open for at least 28 calendar days from the first day of EIW.
JD 2L, 3L Private & Public Interest Search	2L and 3L Public Interest/Public Sector Extensions for Summer and Full-Time Offers	Employers are encouraged to grant an extension until April 1 for 2L and 3L students who are actively pursuing positions with public interest or government organizations. In such

		circumstances, 2L and 3L students may hold open only one offer and affirm in writing that the employer's offer is the only private sector offer that the student is holding.
LLM General Guideline	Full-Time Offer made to LLM not previously employed by the firm	Offer remains open for at least two weeks after date of offer letter.
LLM International	Full-Time Offers made to LLM by employers participating in the International Student Interview Program ("ISIP")	All offers given by an ISIP employer to a an LLM student prior to the ISIP interview date should remain open until at least one week after the ISIP interview program. Students will not be allowed to cancel interviews after January 4.
LLM Tax/OCI or TIP	Full-Time Offers made to Tax LLM and International Tax LLM through NYU Law's OnCampus Interview ("OCI") programs or through the Tax Interview Program ("TIP")	All offers given after the Friday preceding TIP interviews must remain open until at least one week after TIP. Students will not be permitted to cancel participation in TIP beginning seven days prior to the program.

Private Sector Employers with 40 or fewer attorneys firm-wide: Full-time or summer offers made on or before December 15 should remain open for at least three weeks following the date of the offer letter or until December 30, whichever comes first; offers made *after* December 15 should remain open for at least two weeks.

II. 2L Early Interviewing Policy

Private sector employers that are interviewing 2L students through NYU School of Law's On-Campus Interview ("OCI") programs, including EIW, may not conduct any initial, screening, or callback interviews of rising 2Ls prior to the employer's assigned OCI/EIW date(s). In addition, employers may not request transcripts or any information about law school grades from rising 2Ls prior to their OCI/EIW date(s).

Exceptions that may apply:

1. Employers may conduct 2L interviews at a given office if that office location is not recruiting 2Ls through OCI/EIW. If an employer is conducting 2L multi-office or all office 2L interviews, the above policy applies.
2. Employers may meet with rising 2Ls for both initial and callback interviews and request transcripts in the case of: (a) 2L interviews conducted in accordance with organized job fairs; or (b) 2L interviews for 2L scholarship/fellowship programs.
3. An employer may interview a rising 2L for a 2L summer position if that rising 2L was employed by that employer prior to his or her first year of law school.

Notwithstanding the above policy, employers may meet with students prior to their assigned OCI/EIW date(s) in the case of: (a) Student-initiated requests for informational interviews; or (b) OCS-organized mock interviews.

III. 1L Hiring Guidelines

In order to recognize the importance of the transition to law school, OCS will not begin offering programming, one-on-one career counseling, or application document reviews to first-year students before October 14, 2019.

Employers and first-year law students should not initiate contact with one another and employers should not initiate formal one-on-one recruiting contact with students, including applications, interviews, or offers to first year students, before December 1.