

NYU Law Office of Career Services' ("OCS")

INTERVIEW AND OFFER GUIDELINES AND POLICIES REGARDING PRIVATE SECTOR EMPLOYMENT

as of 11.5.25 and subject to change

I. Provisions Regarding 1L Summer Employment

- A. Recruiting Activities During the Fall Semester:** employers should not initiate formal one-on-one contact with students, including applications, interviews, or offers to first year students, before October 1.
- B. Timing of Interviews for 1L Summer Employment:** Interviews must be scheduled outside of students' class times and may not occur during Reading or Exam Periods (see [Academic Calendar](#)).
- C. Timing of Offers and Decisions for 1L Summer Employment:** remain open for at least 14 calendar days following the date of the offer letter.

II. Provisions Regarding 2L Summer Employment

- A. Timing of Interviews for 2L Summer Employment:**
 - 1. During the academic year, interviews must be scheduled outside of students' class times, may not occur during Reading or Exam Periods (see [Academic Calendar](#)), and may not be scheduled to conflict with NYU Law's Virtual Employer Interview Week ("EIW") dates (see below). Employers should not ask students to cancel or reschedule any EIW interviews.
 - 2. During the summer, interviews should be scheduled outside of students' internships and work obligations. Employers are encouraged to be flexible and to coordinate directly with students to identify mutually convenient interview times, which may include evening hours.
- B. OCS 2L Summer Recruiting Programs: Pre-Season Employment Program ("PEP") and EIW.** NYU Law OCS advises students to participate fully in our structured interview programming and have set up these Guidelines in order to facilitate informed decision-making. In addition to PEP and EIW, OCS will continue to advise students applying directly to employers whose recruiting timetables may not align with our structured programs, ensuring students have multiple pathways to pursue the opportunities best suited to them.

1. PEP: Employer Pre-Screening

a. Logistics and Considerations

i. Participating students:

- May submit a resume and first semester unofficial law school transcript to a maximum of fifteen (15) PEP firms for 2L summer positions by the Student Application Deadline (see below calendar).
- Are not bound to accept an offer received through PEP.
- Who are not selected to interview with firms through PEP may bid on these firms for EIW.

ii. Participating employers:

- Should contact PEP applicants for the purposes of extending an interview invitation, offer, etc., and coordinate interview scheduling directly with students.
- May not request removal of students from their EIW schedules unless they have scheduled and/or have held an interview with that student through PEP.

c. PEP Calendar (*note additional details will be sent directly to registered employers*):

PEP 2026: IMPORTANT DATES and DEADLINES (subject to change; all times EST)	
Student Application Deadline	Wednesday, January 14, 2026
Employers Receive PEP Applicant Packets (resume and first semester transcript) via Symplicity	Thursday, January 15, 2026

2. EIW: Lottery

- Interviews are assigned through a computerized lottery based on students' ranked preferences (i.e., "bids").
- Employer Access to Student Materials
 - Prior to their assigned interview date, OCS will provide registered employers with the resumes of the students who are on their EIW schedule(s); students are not permitted to list their unofficial law school GPA or any law school grade information on their resume for EIW.
 - Employers will be able to download additionally requested application materials, including unofficial transcripts (e.g., law school, undergraduate and/or graduate), writing samples and/or reference lists, beginning at 7:00 a.m. EST on their assigned

interview date. Cover letters are not permitted for EIW screening interviews.

c. EIW Calendar (*note: additional details will be sent directly to registered employers*):

EIW 2026: IMPORTANT DATES and DEADLINES (subject to change; all times EST)	
Student Bidding Deadline	Wednesday, January 28 at 9:00 a.m.
Preliminary Interview Schedule and Resume Packets Available to Employers via Symplicity	Wednesday, February 4 at 12:00 p.m.
Interviews via Flo Recruit	Monday, February 9, Wednesday, February 11, and Thursday, February 12, with 20-minute interviews taking place from 5:30-9:05 p.m. to accommodate students' class schedules.

B. Timing of Offers and Decisions for 2L Summer Employment (applicable to all law firm employers)

- 1. All offers for 2L summer employment should remain open until the later of the following dates:** (a) at least 14 calendar days from the date of the offer letter; or (b) Friday, February 27, 2026, which is two weeks and one day after the conclusion of NYU Law's EIW.
- 2. Extensions**
 - Employers that have already extended 2L summer offers with a response deadline shorter than prescribed in B(1) above are asked to grant a student's written request for an extension until Friday, February 27, 2026.
 - Public Interest Search:** employers are encouraged to grant an extension until the April 1 before employment for those students who are actively pursuing positions with public interest or government organizations. In such circumstances, students may hold open only one private sector offer and affirm in writing that the employer's offer is the only private sector offer that the student is holding.
- 3. Written Affirmation:** students are asked to affirm in writing their continued interest in an offer by Friday, February 20, 2026, or seven calendar days in advance of the offer response deadline, whichever comes later.

C. Limits on the Number of 2L Summer Offers A Student May Hold: students may hold a maximum of three 2L summer offers at any given time.

III. Provisions Regarding Post-Graduate/Entry Level Employment - 3L

- A. Offer Made to 3L Student Previously Employed by the Firm:** remains open until at least October 1 of the candidate's final year of law school or 14 calendar days following the date of the offer letter, whichever comes later.
- B. Offer Made to 3L Student Not Previously Employed by the Firm:** remains open for at least 14 calendar days following the date of the offer letter.
- C. Extension for Public Interest Search:** employers are encouraged to grant an extension until the April 1 before employment for students who are actively pursuing positions with public interest or government organizations or judicial clerkships. In such circumstances, 3Ls may hold open only one private sector offer and affirm in writing that the employer's offer is the only private sector offer that the student is holding.

IV. Provisions Regarding Post-Graduate/Entry Level Employment - LLM: offer made to an LLM student remains open for at least 14 calendar days following the date of the offer letter.