

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

INTERVIEW AND OFFER GUIDELINES AND POLICIES REGARDING PRIVATE SECTOR EMPLOYMENT

as of 10.7.26 and subject to change

I. Provisions Regarding 1L Summer Employment (summer 2027/class of 2029)

- 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:** 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:** remain open for at least 14 calendar days following the date of the offer letter. For offers extended during the fall semester, employers are encouraged to grant an extension until at least 14 calendar days following the conclusion of exams (see [Academic Calendar](#)).
- D.** Employers recruiting for 1L Summer 2027/2L Summer 2028 Positions ("Jumbo" positions) are reminded to review NYU Law's policies and guidelines regarding 2L Summer Employment (below).

II. Provisions Regarding 2L Summer Employment and 1L/2L Jumbo Offers

A. Timing of Interviews 2L Summer Employment and 1L/2L Jumbo Positions

- 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. Methods of Recruiting for 2L Summer Employment and 1L/2L Jumbo Positions

1. EIW

- a. NYU Law OCS advises students to participate in EIW and has set up these Guidelines in order to facilitate informed decision-making.

- b. Interview Scheduling and Applicant Materials
 - i. Interviews are assigned through a computerized lottery based on students' ranked preferences (i.e., "bids").
 - ii. 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.
 - iii. 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.
 - iv. EIW 2027 Calendar (*note: additional details will be sent directly to registered employers*):

EIW 2027: IMPORTANT DATES and DEADLINES (subject to change; all times EST)	
Student Bidding Deadline	Thursday, January 7
Final Schedule and Resume Packets Available to Employers via Symplicity	Monday, January 11 at 2:00 p.m.
Interviews via Flo Recruit	Tuesday, January 12-Thursday, January 14, with 20-minute interviews taking place: a. 9:00 a.m.-5:00 p.m. for East Coast/Central Offices b. 9:00 a.m.-3:00 p.m. for London Offices c. 11:40 a.m.-7:40 p.m. for West Coast Offices d. 8:00 p.m.-10:50 p.m. EST for Asia Offices

2. Direct Applications

- a. In addition to EIW, OCS will continue to advise students regarding direct applications to employers, ensuring students have multiple pathways to pursue the opportunities best suited to them.
- b. We encourage employers electing to receive direct applications to refrain from extending offers for 2L summer employment or jumbo positions until after the receipt of students' full first semester transcripts.
- c. NYU 1Ls (class of 2029) are expected to receive their full fall semester transcripts on or about January 7, 2027.

B. Timing of Offers and Decisions for 2L Summer Employment and 1L/2L Jumbo Positions

1. Employers extending offers to NYU 1Ls (class of 2029) for 2L summer 2028 positions, as well as 1L/2L jumbo positions, whether through EIW or direct applications, should keep offers open:
 - a. Until Thursday, January 28, 2027 (14 days following the last day of NYU Law's EIW), at the earliest, and at least 14 calendar days after the offer letter date.
 - b. Extensions
 - i. Employers that have already extended 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 Thursday, January 28, 2027 .
 - ii. **Public Interest Search:** A student actively pursuing opportunities with public interest or government employers may request to hold open one private sector offer for 2L summer until April 1 preceding the employment period. To do so, the student must make this request of the employer in writing before the offer expires and affirm in writing that the offer is the only private sector offer the student is holding open.
2. **Written Affirmation:** students are asked to affirm in writing their continued interest in an offer by Thursday, January 21, 2027, or seven calendar days in advance of the offer response deadline, whichever comes later.

C. Limits on the Number of 2L Offers and 1L/2L Jumbo Offers A Student May Hold:
students may hold a maximum of three 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:** A student actively pursuing opportunities with public interest or government employers or judicial clerkships may request to hold open one private sector offer for post-graduate employment until April 1 preceding the employment period. To do so, the student must notify the employer in writing before the offer expires and affirm in writing that the offer is the only private sector offer the student is holding open.

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.