



**NYU School of Law Timing Guidelines and Policies for Employers**  
*as of 4.18.2022*

A. Provisions Regarding NYU Law Students for 2L Summer Associate Positions

1. The following guidelines apply to law firm offices with ten or more 2L summer associates:

<b>Offer Type</b>	<b>Offer Deadline</b>
Summer Offer made through EIW to 2L NOT previously employed by the firm	Remains open for at least 21 calendar days following: a) date of the offer letter or b) the last day of EIW, whichever comes later. Students should reaffirm interest in such offers at the 14th day following receipt of offer, provided the student has not accepted/declined the offer before that time.
Summer Offer made to 2L employed by the firm as a 1L summer associate	Remains open at least through for at least 14 calendar days from the last day of EIW.
Summer Offer made prior to EIW to an NYU Law student who either (i) was employed by the law firm prior to law school, or (ii) applied to the firm through an organized job fair, for a 2L diversity fellowship or scholarship sponsored by that firm, or through NYU Law’s optional pilot Pre-Season Employment Program (“PEP”).	Remains open through August 12, 2022.

2. The following guidelines apply to law firm offices with fewer than ten 2L summer associates:

<b>Offer Type</b>	<b>Offer Deadline</b>
Summer Offer made through EIW to 2L NOT previously employed by the firm	Remains open for at least 14 calendar days following: a) date of the offer letter or b) the last day of EIW, whichever comes later.
Summer Offer made to 2L employed by the firm as a 1L summer associate	Remains open for at least 14 calendar days from the last day of EIW.
Summer Offer made prior to EIW to an NYU Law student who either (i) was employed by the law firm prior to law school, or (ii) applied to the firm through an organized job fair, for a 2L diversity fellowship or scholarship sponsored by that firm, or through NYU Law’s optional PEP.	Remains open through August 12, 2022.

3. Additional Policies Regarding NYU Law Students for 2L Summer Associate Positions (applicable to all law firm employers):
  - a. Prior to EIW, a law firm employer may only request transcripts, inquire about law school grades, or conduct a screening or callback interview through NYU Law’s optional pilot Pre-Season Employment Program (“PEP;” see information regarding PEP in following section), or if an NYU Law student participated in an organized job fair with that law firm, applied for a 2L diversity fellowship or scholarship sponsored by that law firm, or was employed by the law firm prior to law school.
  - b. NYU Law students should not hold open more than three offers of employment in any one state at one time.
  
4. 2022 PEP Policies, Considerations, and Calendar
  - a. In order to participate in PEP, employers must be registered to participate in EIW.
  - b. Prior to EIW, with respect to confirmed EIW employers, NYU Law 2Ls are limited to applying to/interviewing with a maximum of five (5) PEP firms for 2023 2L summer associate positions.
  - c. Students who are not selected to interview with firms through PEP may bid on these firms for EIW.
  - d. PEP firms may contact PEP applicants for purposes of extending an interview invitation, offer, etc. However, prior to EIW, PEP firms may not “decline” or “reject” PEP applicants whom they do not select for a PEP interview.
  - e. PEP firms may not remove students from their EIW schedules unless they have scheduled and/or have held an interview with that student through PEP prior to July 1, 2022.
  - f. Students are not bound to accept a PEP offer; this is not an “Early Decision”-type program.

PEP 2022: IMPORTANT DATES and DEADLINES <i>(all dates are subject to change and times are EST)</i>	
PEP Student Bidding Period	Wednesday, June 1 at 12:00 p.m.-Wednesday, June 8 at 7:59 a.m.
Employers Receive PEP Applicant Packets	Monday, June 13 at 10:00 a.m.
Employer Review/Callback Decision/ Student Notification Period	Monday, June 13 at 10:00 a.m.-Friday, July 1 at 11:59 p.m. Employers may contact PEP applicants and schedule interviews during this time.
Deadline for PEP Employers to Notify Students of their Intent to Interview Them in Advance of EIW	July 1 at 11:59 p.m.
Last Day to Extend an Offer through PEP	July 22. Offers for 2023 2L summer associate positions extended through PEP through July 22 must remain open until August 12, two weeks after the last day of EIW.
EIW	July 27-29, 2022
Deadline for Students to Accept PEP Offers	Friday, August 12, 2022

B. Provisions Regarding NYU Law 3Ls for Entry-Level Associate Positions

Offer Type	Offer Deadline
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 is made after September 17, it remains open for at least 14 calendar days.
Full-Time Offer made to 3L NOT previously employed by the firm	Remains open for at least 14 calendar days following date of the offer letter.

C. Provisions Regarding NYU 2L, 3L Private & Public Interest Search (applicable to all law firm employers)

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.

D. Provisions Regarding NYU 1Ls

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 November 15.

Offer Type	Offer Deadline
Summer Offer made to 1L	Remains open for at least 14 calendar days after the date of the offer letter.

E. Provisions Regarding NYU Law LLM Students

Offer Type	Offer Deadline
Full-Time Offer made to LLM student not previously employed by the firm	Remains open for at least 14 calendar days after the date of the offer letter.