



*We cordially invite you to participate in
NYU Law's Upcoming Recruiting Programs:*

PRE-SEASON EMPLOYER PROGRAM (PEP): June-July 2023
VIRTUAL EMPLOYER INTERVIEW WEEK (EIW): July 26-28, 2023
Employer Registration for Both Programs Opens on Symplicity on February 8 at 12:00 p.m./noon EST

Dear Employers,

We look forward to your continued engagement with NYU Law students and participation in virtual EIW via Flo Recruit, scheduled for July 26-28. During EIW, employers will interview NYU Law 2Ls and 3Ls for both summer and full-time positions. Please view the profile of NYU Law's class of 2025 [here](#). In addition, we will once again offer 2L EIW employers the opportunity to participate in PEP, an *optional* program that allows NYU 2Ls to apply to a maximum of five participating PEP/EIW firms in June and interview with them prior to EIW. As noted in NYU Law's updated [Timing Guidelines and Policies](#), with limited exceptions, NYU 2Ls may not otherwise apply to or interview with EIW firms prior to EIW.

EIW remains the foundation of NYU Law's recruiting programs and is the most effective method to recruit NYU Law talent. PEP is purely optional for both EIW employers and our students; it is meant to supplement EIW, not replace it. Many students may elect to wait for EIW as their primary recruiting option and other students will supplement PEP with additional interviews through EIW.

In the following sections, all times are in EST unless stated otherwise.

I. Virtual EIW

A. Interview Scheduling and Policies

1. No Pre-Screening and Lottery
 - a. Interviews will be assigned through a lottery based on students' ranked preferences.
 - b. Prior to EIW, NYU Law OCS will provide employers with the resumes of the students who are on their schedule(s); students are not permitted to list their unofficial law school GPA or any law school grade information on their resume for EIW.
 - c. Employers may request that students electronically provide unofficial transcripts (e.g., law school, undergraduate and/or graduate), writing samples and/or reference lists on the EIW interview date. We plan to provide employers with

access to these documents via the Flo Recruit platform **by 8:00 a.m. on the employer's scheduled interview date.** Employers may request that students provide any additional documents at the callback interview stage.

2. Interview Times

- a. Each interview is 20 minutes, and we have built in a five-minute break between each interview (in addition to 15-minute breaks mid-morning and mid-afternoon and a forty-minute lunch break).
- b. Employers may opt to break up their interview schedule(s) between 2 or more interviewers.

Office/ Interviewer Location	Interview Times
East Coast and Central	8:25 a.m.- 6:25 p.m. EST (full-day, 22 interviews) 8:25 a.m.-12:40 p.m. EST (half-day morning, 10 interviews) 1:20 p.m.-6:25 p.m. (half-day afternoon, 12 interviews)
West Coast	11:05 a.m. – 9:05 p.m. EST/8:05 a.m.-6:05 p.m. PST (full-day, 22 interviews) 11:05 a.m.-3:20 p.m./8:05 a.m.-12:20 p.m. PST (half-day morning, 10 interviews) 4:00 p.m.-9:05 p.m. EST/1:00 p.m.-6:05 p.m. PST (half-day afternoon, 12 interviews)
Europe	8:25 a.m.- 3:45 p.m. EST/1:25 p.m.-8:45 p.m. GMT (abbreviated full-day, 16 interviews; depending on student interest, interviews may take place after 2 days) 8:25 a.m.-12:40 p.m. EST/1:25 p.m.-5:40 p.m. GMT (half-day morning, 10 interviews) 1:20-3:45 p.m. EST/6:20-8:45 p.m. GMT (abbreviated half-day afternoon/evening, 6 interviews)
Asia	8:00 p.m.-10:30 p.m. EST/the next morning 8:00 a.m.-10:30 a.m. China Standard Time (6 interviews; depending on student interest, interviews may take place after 2 days)

B. EIW Calendar

EIW 2023: IMPORTANT DATES and DEADLINES	
Employer Registration Deadline	Wednesday, March 1
Announcement of Interview Date Assignments	Friday, April 14 (note: in assigning interview dates, we seek even distribution of schedules over three days and rotate accommodations of employers' date preferences)
Student Bidding Period	Monday, June 12-Friday, July 14
Preliminary Interview Schedule and Resume Packets Available to Employers via Symplicity	Friday, July 21
Final Schedule and Resume Packets Available via Symplicity	Monday, July 24 (*note: employers can expect to receive their Flo Recruit links two days prior to their EIW interview date.)
Interviews via Flo Recruit	Wednesday-Friday, July 26-28

II. PEP Calendar

PEP 2023: IMPORTANT DATES and DEADLINES	
Employer Registration Deadline	Wednesday, March 1
Student Application Period	Monday, June 5 – Monday, June 12
Employers Receive PEP Applicant Packets	Wednesday, June 14
Employer Review/ Interview Decision/ Student Notification Period	Wednesday, June 14 – Friday, June 30. Employers may contact PEP applicants and schedule interviews during this time.
Deadline for Employers to Notify Students of their Intent to Interview Them in Advance of EIW	Friday, June 30 at 11:59 p.m.
Last Day to Extend an Offer through PEP	Wednesday, July 12. Offers for 2024 2L summer associate positions extended through July 12 must remain open until Friday, August 11, two weeks after the last day of EIW.
EIW	Wednesday-Friday, July 26-28
Deadline for Students to Accept Offers Extended Through July 12	Friday, August 11

Please review information regarding PEP in Section A(4) of our [Timing Guidelines and Policies](#).

III. 2023-24 Career Educational Programming Survey (May 2023)

As in prior years, in May, we will be circulating our annual Career Educational Programming survey, in which we will ask you to indicate your firm’s interest in participating in our many events, panels and programs throughout summer 2023 (including our popular mock interview program, “Attorney Interview Match” or “AIM”) and the 2023-24 academic year. Participation in our events provides an ideal opportunity to educate our students about your firm’s practices and attorneys and can be extremely beneficial to your recruitment efforts. A number of sponsorship opportunities also will be available for additional promotion of your firm.

ADDITIONAL INFORMATION:

NYU School of Law Non-Discrimination Policy: New York University School of Law is committed to a policy prohibiting discrimination in employment based on race, gender and/or gender identity or expression, color, creed, religion, age, national origin, ethnicity, disability, veteran or military status, sex, sexual orientation, partnership status, pregnancy or child birth (including related medical conditions), genetic information, marital or parental status, alienage or citizenship status, domestic violence victim status, unemployment status, or on any other legally protected basis. The Law School reserves the right to deny use of its facilities to employers that do not comply with the school's anti-discrimination policies.

As you plan your 2023 summer program and student outreach in anticipation of EIW, please be mindful of the [NYU Law academic calendar](#).

We genuinely appreciate your partnership and look forward to your participation in our recruitment programs!

On behalf of the entire OCS team

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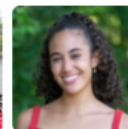
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