

## FREQUENTLY ASKED QUESTIONS (FAQ)

UCI Law's Early Interview Week (EIW) consists of three events: EIW, EIW Resume Collection and Meet the Firms. This document includes information on each event, plus links to the fee payment site, recruiting policies and grading information for UCI Law.

### **EIW (Virtual OCI Interviews), July 22 – 25, 2024**

EIW virtual interviews take place on an assigned day in July. The registration fee for EIW is \$400.

For this event, employers preselect 50% of their interview slots. Full day schedules have 10 preselects and 3 alternates, half day schedules have 5 preselects and 2 alternates. The remaining interview slots will be assigned by lottery.

Full Day interview schedules are 8:30am to 5:10pm, with 20-minute breaks and lunch from 11:30am – 12:30pm.

Half Day interview schedules can be requested for morning or afternoon.

- Half Day Morning schedules are 8:30am – 12:10pm with one 20-minute break.
- Half Day Afternoon schedules are 1:10pm – 5:10pm with two 20-minute breaks.

A guide on how to access application materials, submit pre-selections, retrieve the interview schedule, and use virtual interview rooms will be sent when applications are available on July 3<sup>rd</sup>.

The OCI Contact in your event registration will receive event updates by email through our 12Twenty website, and will need to forward information to interviewers. Interviewers will not be emailed directly. Occasionally messages are caught by email security filters. Please contact us if you are not receiving emails about EIW.

Per our policy, transcripts will not be made available to employers prior to EIW interviews. UCI Law will provide each employer with transcripts for students the day of scheduled interviews. Employers should not ask students for transcripts before their interview date.

Dates and Deadlines for EIW:

- May 6: Interview date sent by email
- June 7: Resume book of participating students sent by email
- June 14: Last day to cancel and receive a refund
- June 24: Last day to modify registration to include practice areas
- July 1: Firm confirms interviewer names
- July 3: Applications packets available for download, Preselection begins (note Thursday, July 4 holiday)
- July 10: Deadline to submit Preselects is 5:00pm Pacific Time
- July 11: Email sent when interview schedules are available
- July 19 Firms download final schedule and resumes from 12Twenty for interviewers
- July 22 - July 25: Student transcripts are emailed on interview day

**EIW Resume Collection, July 8, 2024, or earlier upon request**

Firms unable to participate in EIW virtual interviews can sign up for EIW Resume Collection. There is no fee for EIW Resume Collection.

Application packets are sent **July 8, 2024**, or on an earlier date if requested. EIW Resume Collection employers can request transcripts to be sent with their application packet.

**Meet the Firms, May 13, 2024, 6:00pm – 8:00pm**

Meet the Firms is an outdoor tabling event to meet the Class of 2026 before EIW, held at the Renaissance Newport Beach Hotel, 4500 Macarthur Boulevard, Newport Beach, CA 92660.

Firms who participate in Meet the Firms will receive a resume book on **Friday, May, 17, 2024**.

All firms registered for EIW or EIW Resume Collection are welcome to participate in Meet the Firms. Meet the Firms requires a separate registration in the Events tab in [12Twenty](#) and there is a fee of \$200 to attend. Valet parking and a light meal is provided.

Meet the Firms Event Timeline:

5:00pm - 6:00pm Employer check-in and light meal in employer break room

6:00pm Students enter the tabling area, event begins

7:30pm Catering closes

8:00pm Event concludes

**[Link to payment site for EIW and Meet the Firms.](#)**

If you wish to confirm payment or request an invoice to pay by check, contact Brandy Stewart at [bstewart@law.uci.edu](mailto:bstewart@law.uci.edu).

**[Recruiting Policies](#)**

**[Grading information for UCI Law](#)**

After EIW Interviews:

**Following Up:**

At the conclusion of each interview, please inform students when they should expect to hear about the next stage of the interview process. Also let them know of any subsequent steps they need to take if they are selected for another round of interviews or if they are given an offer of employment.

**Callbacks:**

Students and employers are strongly encouraged to schedule interviews when students are not in class. Students should make efforts to minimize time away from classes and should schedule callbacks accordingly. UCI Law's first day of classes is Monday, August 19, 2024.

**Offers:**

UCI Law encourages students to reconfirm and release offers and to make decisions in a timely manner.

**Student Information:**

**J.D./M.B.A. Students:** Students in the J.D./M.B.A. program have completed their first year of law school and are expected to graduate in 2027. Employers may interview students from the J.D./M.B.A. program for employment during summer 2025. If you are interested in these students, please indicate this on your registration or notify Brandy Stewart at [bstewart@law.uci.edu](mailto:bstewart@law.uci.edu), and she will add it to your job posting.

**Providing Information to Students:** UCI Law encourages employers to use their websites and registration descriptions to convey information to students about their organization, selection criteria (minimum grade letter or GPA), the kind of work the office does, any particular practice areas or departments that the office is hiring for, and the training that a summer or first-year associate may expect.

**Contacting Students:** If an employer contacts a student encouraging them to sign up for the employer's EIW schedule, it is the responsibility of that student to place a bid through 12Twenty during the designated bidding period.

**Release of Student Information:** UCI Law will not release to any third party, except with the consent of the student, data pertaining to the student's educational record. Periods of attendance are matters of public information, but employers seeking information on grades or academic standing should ask the student to submit a UCI Law transcript. You may refer these questions directly to:

University of California, Irvine School of Law Registrar's Office  
401 East Peltason Drive, Suite 1000  
Irvine, CA 92697-8000  
[registrar@law.uci.edu](mailto:registrar@law.uci.edu)  
(949) 824-0066