

FREQUENTLY ASKED QUESTIONS

2023 UCLA LL.M. INTERVIEW PROGRAM

What do I need to do to participate in the 2023 UCLA LL.M. Interview program?

On Dec. 2, 2022, all eligible students will receive an email providing access to the UCLA LL.M. Interview Program Symplicity website. Once you have access to Symplicity, you will be able to upload your resume and other documents and bid for employers.

What's the difference between employers doing Resume Collection and Virtual Interviews?

Employers doing Resume Collection will view the resumes of students who bid then will directly contact (by email or telephone) students they wish to interview. Employers doing Virtual Interviews will select students to invite for interviews during our program on February 24, and students will log in to Symplicity beginning on February 3 to see if they have been selected.

When can I bid for an interview slot?

The **Bidding for Employers period is from December 12, 2022, until January 6, 2023, 11:59 p.m. PST.** You also need to upload requested documents during this period according to employers' instructions. There is no advantage to bidding early, however it is advised that you don't wait until the last day as you may experience system glitches and **no extensions will be granted for late bids.**

How many employers can I bid for?

You may bid for up to 15 employers, provided you meet all job requirements set by the employers. Read the employer's job description and hiring criteria carefully. If you do not meet the criteria, do not apply. For example, if the employer is requesting a fluent Spanish speaker, and you do not speak fluent Spanish, do not apply. Bids for employers doing Resume Collection and doing Virtual Interviews count towards your 15-bid maximum.

How are students selected for interviews?

The employers doing Virtual Interviews will select 100% of students to interview. Because the employers are making the selections, there is no way for us to predict how many interviews any student will receive.

How will I know if I'm selected for an interview?

Students can see if they have been selected for an interview on Symplicity starting **February 3, 2023.** If a student is selected for an interview, under the "OCI" "Employers/Bidding/Application" tab, "preselect" will be noted in the "Invitations" column.

When can I select an interview time?

From **February 3 - February 8, 2022, at 11:59 p.m. PST.** students selected as "preselect" must accept their interview invitation then select a time to interview during the program on February 24, 2023. Prior to scheduling a time, check your academic and personal calendars carefully to make sure you are free to attend your interview, as the cancellation policy is strict, and you are not allowed to cancel after February 8.

Will there be alternates selected? How will I know?

Employers sometimes select several alternate candidates in case they have open interview times. If a student is selected as an alternate, under the “OCI” “Employers/Bidding/Application” tab, “alternate” will be noted in the “Invitations” column.

How can alternates sign up for an interview time?

Alternates can sign up for any available interview slots **on February 9-10, 2023, until 11:59 p.m. PST, only**. Alternates should check the schedules of the employers that selected them on an on-going basis, as these interviews will be on a first come, first served basis, if there are any openings.

Can I cancel my interview(s)?

If you decide to decline interviews, you may cancel them on your own during only certain periods. **Pre-selected students can cancel from Feb. 3 to Feb. 8, 2023, 11:59 PST. Alternates may cancel by Feb. 10, 2023, at 11:59 p.m. PST.** If an emergency arises and you need to cancel after the cancellation period, you must notify your law school’s UCLA LL.M. Interview Program Advisor immediately. As interviews are remote, via Flo Recruit, we anticipate very few reasons that an emergency cancellation would be required. Late cancellations will require a letter of apology written to the employer.

Professional Expectations

Remember, an employer will be waiting for you in the virtual interview room. These interviews are monitored, and if you do not attend, you will be contacted by your school and required to write an apology letter to the employer. Last minute cancellations reflect negatively on the student’s professionalism, take spots away from other students, and make employers less likely to participate in the LL.M. interview program in the future.

When and where will interviews take place? How long are they?

Interviews will be held virtually on a platform called Flo Recruit on Feb. 24, 2023, and will be approximately 30 minutes. If granted an interview, you will be emailed links for your interview/s and detailed instructions on how to use Flo Recruit. Watch the [Instructional Video](#) and do a test run to make sure you know how to use Flo Recruit. See these [Flo Recruit Student Resources](#) for tips and help getting ready. Plan to be early for your interview.

Can I contact employers on my own for any reason, including to reschedule?

No, do not contact employers directly for any reason. If you have questions for an employer, contact your law school’s LL.M. advisor who will be able to assist you.

If you have other questions:

Please **direct all questions to your own school’s LL.M. advisor** to answer. If they are unable to answer your question, they will reach out to UCLA on your behalf. As there are more than 1500 students eligible to participate, questions must be directed to an LL.M. advisor at the student’s own law school.