What do I need to do to participate in the 2025 UCLA LL.M. Interview program?
On January 6, 2025, all eligible students will receive an email from their school's LL.M. advisor with a link providing access to the UCLA LL.M. Interview Program Flo Recruit website. You must use your university email address to register for the Interview Program. Please take some time to watch this short video and review these helpful articles on registering and using Flo Recruit.

Once you have access to Flo Recruit, you will be able to upload your resume (and any other documents requested) and apply for posted positions during the application period. Note, employers will continue to register throughout the application period, so check back frequently to view all available posted positions. **Be sure to bookmark the Flo Recruit site so you can access it easily throughout the Interview Program.**

What's the difference between employers doing Document Collection and Virtual Interviews?
Employers electing Document Collection will view the resumes of students who applied and will directly contact (by email or telephone) those students they wish to interview at their convenience. Employers conducting Virtual Interviews will select students to invite for interviews on March 7, 2025.

When can I apply for a posted position?
You will be able to view posted job descriptions starting January 6, 2025, after you register on the Flo Recruit website. The **application period is from January 6, 2025, until January 26, 2025, 11:59 p.m. PST.** You must upload all required documents to submit an application. There is no advantage to applying 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 applications.**

What if I have class or another conflict on the day of the Interview Program?
Please be sure to schedule time conflicts in the Flo Recruit platform before January 26, 2025. Once you schedule a time conflict, no interviews will be scheduled during that period on the day of the Interview Program. If you have a conflict and do not schedule it in Flo Recruit during the application period, you may be scheduled for an interview during a time when you have a conflict, and we cannot guarantee that you will be able to reschedule the interview time.

How many jobs can I apply for?
You may apply for **up to 15 positions**, 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. Applications for employers doing Document Collection and doing Virtual Interviews both count towards your 15-application maximum.

If an employer requests a transcript, what documents should I upload to Flo Recruit?
Please upload your academic transcript from your school of first law degree and your unofficial transcript from your LL.M. program (displaying first semester grades).

How are students selected for interviews?
Employers conducting Virtual Interviews will select 100% of students to interview.

How will I know if I'm selected for an interview?
Students will receive an email from Flo Recruit notifying them that employer decisions are visible on the Flo Recruit website on **February 21, 2025.** Students will either be selected for an interview, declined for an interview, or listed as an alternate.

How and when do I accept or decline an interview invitation?
Students selected for an interview must accept or decline the interview invitations between **February 21 - February 26, 2025, at 11:59 p.m. PST. If you do not accept an interview invitation by the deadline, you will lose the interview.** Please note the cancellation policy is strict, and you are not allowed to cancel an interview after February 26, 2025.

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, "alternate" will be noted in the job description on the Flo Recruit website.

How can alternates sign up for an interview time?
Alternates can sign up for any available interview slots **on February 27-8, 2025, until 11:59 p.m. PST, only.** Alternates will receive additional notification email to claim an open interview time slot; please note these interviews time slots will be filled on a first come, first served basis.

How and when will I see my interview schedule?
Your final interview schedule reflecting the interviews you accepted, as well as the time slots, will be sent to you via email from Flo Recruit on March 6, 2025.

Can I cancel my interview(s)?
If you decide to decline interviews, you may decline them on your own **from Feb. 21 to Feb. 26, 2025, 11:59 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 a letter of apology 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 the Flo Recruit platform on March 7, 2025, and will be approximately 20-30 minutes in length. 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 arrive early for your interview. **Please note all interview times and deadlines listed are in Pacific Standard Time (PST).**

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 1,500 students eligible to participate, questions must be directed to an LL.M. advisor at the student's own law school.

IMPORTANT DATES FOR STUDENTS

Date	Action
Monday, January 6	Students to receive registration link for Flo Recruit application platform Student application period opens
Sunday, January 26	Student application period ends
Friday, January 31	Employer Preselect begins
Friday, February 14	Employer Preselect ends (and employers can see Resume Collect applicants)
Friday, February 21	Interview invitation results released to students Student period to accept or decline interview invitations begins
Wednesday, February 26	Deadline for students to accept or decline interview invitations
Thursday, February 27	Alternate period to accept or decline interview invitations begins
Friday, February 28	Alternate interview selection ends
Thursday, March 6	Employers and students will receive final schedules
Friday, March 7	Interview Program on Flo Recruit virtual meeting platform