

Frequently Asked Question for the 2020 UCLA LL.M. Interview Program

When do I need to complete my LL.M. interview program registration?

The Symplicity site will open for **student registration from November 1, 2019 to December 2, 2019, 5:00 PM, PST**. During the registration period, you will be able to upload your resume and other documents, but employer information will not yet be available.

When can I bid for an interview slot?

The Bidding for Employers period is from December 13, 2019 until January 6, 2020, 5:00 PM, PST. You also need to upload requested documents during this period according to employers' instructions.

How many employers can I request?

You may bid for as many employers as you like, provided that you meet all criteria set by the employers.

How are students selected for interviews?

The employers will select 100% of their interview schedules. 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 view their bidding status via starting **February 1, 2020**. If a student is selected for an interview, it shows "Accept Invitation" under "Invitation" in a bid that was submitted to an employer.

When shall I select an interview time?

Candidates can select an interview time anytime during the **Preselect Sign-up time, February 1 - February 7, 2020, 5:00 PM, PST**.

What if I registered but changed my mind and now don't want to participate?

To be deleted from the system and to avoid irrelevant email, you will need to make a request to Catherine Zingale at UCLA's Career Services (zingale@law.ucla.edu) to withdraw your record.

Will there be alternates selected? How will I know?

Employers sometimes select several alternates. An alternate selection will be posted under "OCI" (then under "Invitation") in a bid that was submitted to an employer. Instead of *Pending* under the Invitation Status in Symplicity, students will see *Alternate*. Students can view their bidding status starting **February 1, 2020**. Alternates can sign up for any available interview slots **on February 7, 2020 only**.

Can I cancel my interview (s)?

If you decide to decline interviews, you may cancel them on your own during certain periods. **Pre-selected students can cancel during February 1 to February 7, 2020. Alternates must cancel on February 7.** If an emergency arises and you need to cancel after the cancellation period, you must notify the UCLA LLM Interview Program Coordinator in UCLA's Career Services.

How can alternates sign up for interviews?

Alternates can sign up for interviews **on February 7, 2020 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.

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

Interviews will be held at UCLA School of Law in the Law Library and other law school locations from 9:00 a.m. to 5:00 p.m. on **Friday, February 21, 2020**.

Each interview will take 20 or 30 minutes in length.

What do I bring to the interview?

Please check the employer information on Symplicity to find out what each interviewer is asking you to bring to the interview. Typically, you should be prepared with extra copies of your resume, your transcripts from previous and current universities, a list of 2-3 references and a legal writing sample.

What about lodging?

For those of you coming from outside the Los Angeles area, a list of hotels near UCLA is available at the UCLA LL.M. Interview Program website for your reference <https://law.ucla.edu/careers/employers/attend-a-job-fair-or-event/ucla-llm-interview-program/>

We will also be providing detailed information about parking should you be driving.

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 approximately 1500 students eligible to participate, questions must be directed to LL.M. advisor at the student's own law school.