

2019 FORDHAM LAW GUIDELINES FOR THE TIMING OF OFFERS AND DECISIONS

In December 2018, NALP eliminated its long-standing *Principles and Standards for Law Placement and Recruitment Activities*, replacing them with the new *Principles for a Fair and Ethical Recruiting Process*. Following that change, Fordham Law School has adopted its own *Fordham Law Recruiting Guidelines*, which include the *Fordham Law Guidelines for the Timing of Offers and Decisions* (the “Fordham Timing Guidelines”) below and the *Fordham Law School Professionalism Standards*.

The overarching goal of the *Fordham Law Recruiting Guidelines*, including the below Timing Guidelines, is to foster and encourage communication between students and employers over the course of the recruiting process. In addition to following the specific provisions set forth below, students should keep employers informed, in a timely manner, about the status of their consideration of their offers, and employers should keep students informed in a timely manner as to the status of their candidacies.

The time periods set forth below are intended to be minimums, not maximums, and so we encourage employers to grant reasonable requests for extensions of the respective time periods.

I. EMPLOYERS RECRUITING VIA EARLY INTERVIEW WEEK (“EIW”) OR RESUME ADVANCE IN LATE JULY/EARLY AUGUST:

EMPLOYMENT TYPE	STUDENT TYPE	OFFER	REAFFIRMATION
Summer Employment for the Following Summer	2L (3E) student not previously employed by that employer.	<ul style="list-style-type: none"> • Offers should remain open for at least 21 days from the date of the offer letter, OR until December 1, whichever comes first; <u>except</u> that: <ul style="list-style-type: none"> ○ Offers made prior to the first day of the EIW should remain open for at least 21 days from the first day of EIW. ○ Offers made after December 15 should remain open for at least two (2) weeks after the date of the offer letter. • Candidates may request that an employer extend the deadline to accept the employer’s offer until as late as April 1 if the candidate is actively pursuing positions with public interest or government organizations. Candidates may hold open only <u>one</u> (1) offer in such circumstances. Employers are encouraged to grant such requests. 	<ul style="list-style-type: none"> • Students should reaffirm their interest in the offer within 14 days of the date of the offer letter <u>if</u> the offer letters requests such reaffirmation. • Employers may retract the offer if the offer letter requested reaffirmation and the student failed to reaffirm interest in the offer within the 14-day period.
	2L (3E) student previously employed by that employer.	<ul style="list-style-type: none"> • Offers should remain open until at least 21 days from the first day of EIW. 	
Full-Time Post-Graduate Employment	Students previously employed by that employer	<ul style="list-style-type: none"> • Offers made prior to or on September 2 should remain open until at least October 1 of the student’s final year of law school. • Offers made after September 2 of the student’s final year of law school should remain open for at least 21 days from the date of the offer letter. • Candidates may request that an employer extend the deadline to accept the employer’s offer until as late as April 1 if the candidate is actively pursuing positions with public interest or government organization. Candidates may hold open only <u>one</u> (1) offer in such circumstances. Employers are encouraged to grant such requests. 	<ul style="list-style-type: none"> • Students should reaffirm their interest in the offer within 30 days of the date of the offer letter <u>if</u> the offer letter requests such reaffirmation. • Employers may retract the offer if the offer letter requested reaffirmation and the student failed to reaffirm interest in the offer within the 30-day period.

	Students not previously employed by that employer.	<ul style="list-style-type: none"> • Offers should remain open for at least 21 days from the date of the offer letter, or until December 1, whichever comes first, <u>except</u> that: <ul style="list-style-type: none"> ○ Offers made prior to the first day of the EIW should remain open for at least 21 days from the first day of EIW. ○ Offers made after December 15 should remain open for at least two (2) weeks after the date of the offer letter. 	<ul style="list-style-type: none"> • Students should reaffirm their interest in the offer within 14 days of the date of the offer letter <u>if</u> the offer letters requests such reaffirmation. • Employers may retract the offer if the offer letter requested reaffirmation and the student failed to reaffirm interest in the offer within the 14-day period.
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II. EMPLOYERS RECRUITING VIA OTHER PROGRAMS (FALL WEEKS, SPRING WEEKS, RESUME COLLECTS, JOB BANK):

- A. Offers made on or before December 15 should remain open for at least three (3) weeks following the date of the offer letter or until December 30, whichever comes first.
- B. Offers made after December 15 should remain open for at least two (2) weeks after the date of the offer letter.

III. EMPLOYERS RECRUITING FIRST-YEAR STUDENTS:

- A. Offers should remain open for at least two (2) weeks from the date of the offer letter.
- B. The earliest permissible date for first-year students and employers to initiate formal one-on-one recruiting contact with one another is currently under review.

IV. NUMBER OF OPEN OFFERS:

Student shall not hold open more than five (5) offers of employment at any one time. For each offer received that places students over the offer limit, students should, within one (1) week of receipt of the excess offer, release an offer. Students are strongly encouraged, however, to hold open no more than three (3) offers at any one time in any one geographic market.