



UC HASTINGS
COLLEGE OF THE LAW

Career Development Office

Dear Transfer and Visiting Students,

Welcome to UC Hastings!

We write to inform you of some important news from the Career Development Office. UC Hastings will hold its Early Interview Program (EIP), our annual formal on-campus interview event, from August 1-8, 2018. Through this program, more than 100 law firms, government agencies, and other employers recruit or rising 2L and 3L students for summer and post-graduate positions.

Please note the following three key points about EIP:

- You must be officially enrolled (e.g., paid your deposit) *and* have created your UC Hastings email address to participate in EIP. Upon enrollment and receipt of your UC Hastings email, contact Recruiting Coordinator Darell Alforte (alforted@uchastings.edu) to receive your www.HastingsCareersOnline.com (HCO) log-in information. HCO is the system you will use to access the EIP bidding (*application) system. If you are enrolled, have a UC Hastings email address and have not yet received your log-in information for HCO, **immediately call** our office at (415) 565-4619 or email Darell.
- Please note that the bidding period for all students is **June 15 through July 3**. We may extend the bidding period if circumstances dictate. Please notify our office if you believe an extended bidding period is necessary.
- All students who plan on participating in EIP **must review** the 2018 Early Interview Program Materials available on the Career Development Office Intranet (Pages/On-Campus Interviews/Early Interview Program). If the new 2018 handbook is not available, it will be shortly—in the interim, you are welcome to check last year’s handbook.

We strongly encourage you to call the Career Development Office, even before your official enrollment, to learn more about EIP, upcoming deadlines, and other resources available to you.

We look forward to meeting you all!

Warm regards,

Amy Kimmel and Jessica Ourk

Employer Relations, Career Development Office