Interfviewing and Recruiting Policies

The Career Services strives to maintain the highest standards of professionalism in its relationships with employers. BYU Law students have a reputation for being professional, accomplished and excellent interviewers. Please help us maintain this great reputation by being mindful of the following:

1. Please stay on top of deadlines and monitor your email and the PathFinder website often.

2. Please apply only to employers for whom you are seriously interested in working.

3. Keep track of the employers to whom you have applied. Once employer responses start coming in, you will be notified through email, so check your email often. All students who wish to participate in any Early Interviewing Days, Job Fairs, or On-Campus Interviews must apply online through the PathFinder website by 8 a.m. on the appropriate date.

4. If you must cancel a scheduled interview with an on campus employer, you must notify Coleen Nelson (nelsonc@law.byu.edu), our on campus recruiting coordinator, at least 48 hours in advance. If you cancel an interview, you will be required to write a letter of apology to the employer.

5. If you have an emergency the day of your interview and will not be able to make it to your interview, please contact Coleen as soon as possible or have a spouse, friend, or classmate notify the Office.

6. Make sure you are prepared for your interview. If at all possible, know something about your interviewers and some basic facts about the firm.

7. Please be considerate in responding promptly to employers once you have made a decision regarding offers.

8. Please review the NALP (The Association for Legal Career Professionals) Principles and Standards for Law Placement and Recruiting Activities, along with their interpretations. http://www.nalp.org/studentprofessionalism

As a member school we agree that our students will abide by these guidelines, so please read and follow them closely.

9. Please review the CS Mission Statement and Law School Non-Discrimination Policy.

10. Please provide accurate, honest and current information on all resumes and on-line profiles and uphold high standards of honesty and integrity in the interview process. If you are unsure about how to characterize an item on your resume or in an interview, consult with the Career Services for guidance prior to submitting materials or interviewing.

11. Do not retract an acceptance once you have accepted an offer of employment from an
employer. Withdraw all pending applications and cease seeking employment or entertaining other offers once you have accepted an offer.

12. Finally, for good or bad, your actions reflect not only upon you, but the BYU Law School, including those that will come after you.