MEMORANDUM

TO: All Law Students

FROM: Molly T. Wescott, Assistant Dean, Career and Professional Development

DATE: March 19, 2020

SUBJECT: Further Information on Career Matters for Remainder of Spring 2020 Semester

As promised in Dean Ferruolo’s memorandum dated March 13, 2020, I write to provide additional updates and information regarding OCPD services and career related matters during spring semester.

**ALL Students:**

**Career Advising Appointments.** All advising and document review will occur remotely. You may still book appointments in #HireUSDLaw. There is now a required Location field when booking appointments, and you may select either “Teleconference” or “Document Review (via email).”

**Graduating Students:**

Please be sure to complete your At-Graduation survey in #HireUSDLaw, pursuant to the Application to Graduate instructions sent to you by the Office of Law Student Affairs.

**Non-Graduating Students, please also note the following:**

- **Summer Legal Experience:** Please report your upcoming summer position in the “Summer Legal Experience” section in the “Jobs and Job Offers” Tab of your #HireUSDLaw account. Even if you have not yet secured a summer opportunity, you may click “Report Experience” and select the option “Seeking Internship” and tell us the status of your search and the type of opportunities you are seeking. At this time, OCPD is not aware of any employers cancelling their summer programs. We will continue to communicate with employers and monitor the situation. If you have any questions or concerns about summer, please make an appointment to discuss with a career advisor.
• **Summer Funding:** While the deadline to submit applications for summer funding (non-profit work opportunity or Federal Work Study) was March 13, 2020, the Office of Financial Aid will continue to accept applications until all available funding has been awarded. Review the “Summer 2020 Funding” folder in the Resource Library in #HireUSDLaw for detailed information, and email the Financial Aid Office at lawaid@sandiego.edu to request the summer funding application(s).

• **Summer Success Tips:** Before you begin your summer work experience, OCPD has tips and advice to ensure you make the most of your summer opportunity. Watch your email for a presentation we are preparing and will be sending soon.

• **Fall Recruiting:** Before the end of spring semester, OCPD will provide you with everything you need to know to participate in On-Campus Interviewing. We are currently planning for Round 1 Interviews (mostly big firms) to run July 27 through August 7, and Round 2 Interviews (smaller firms, non-profits and government agencies) to run August 12 through September 4. Application upload deadlines occur before interviewing begins, so watch your email for our fall recruiting presentation and guide with specific due dates that we will distribute later this spring.

**Questions and Concerns:** Please email the office at lawcareers@sandiego.edu or call us at 619-260-4529 to leave a message, email me at mwescott@sandiego.edu, or email your advisor directly. We are here to help you! Stay safe, healthy and in touch!