



PETER A. ALLARD SCHOOL OF LAW

CAREER SERVICES

Access to Allard Law's Career Services Office and Programming

Created December 2009 (Last updated July 1, 2017)

Access to Allard Law's Career Services Office ("CSO Access") includes:

- One-on-one advising appointments (in-person, by phone, or via e-mail), including:
 - Resume and cover letter reviews
 - One (1) resume and cover letter review per student per degree, unless the student is applying for a position with a substantially different application format (i.e., WorkSafeBC, clerkships, NYC, non-North-American position, alumni position).
 - Mock interviews
 - Career counselling
- Symplicity (<https://law-ubc-csm.symplicity.com/students>), including job postings and online print resources
- Hard-copy print resources
- Materials in the CSO's Career Resource Centre (Rm 153, Allard Hall)

Separate from CSO Access is access to Allard Law's CSO programming ("CSO Programming"), which includes:

- On-Campus Interviews (OCIs)
- Resume Book
- NY Resume Collection
- Public Interest Work Placement Program (PIWPP)
- CSO Information Sessions
- Career Panels
- Career Fairs and Forums
- CSO Employer Tours
- Mock Interviews with Practitioners
- Summer and Articling Interview Week Downtown Drop-Ins

1. **Current Allard Law Students:**

Current Allard Law students pay tuition and fees to Allard Law and have full CSO Access and access to CSO Programming.

- **Incoming 1Ls**
 - Eligible for CSO Access and CSO Programming starting the Friday of Orientation Week. May contact the CSO to request earlier one-on-one advising and hard-copy print resource access if applying for 1L summer jobs with September application deadlines.
- **Transfer Students to Allard Law**
 - Eligible for CSO Access and CSO Programming as soon as Allard Law Admissions confirms that they have accepted their offer and paid their deposit (typically, this happens in July).

- Allard Law students who **transfer to other institutions** lose their CSO Access and access to CSO Programming.
- **Graduate Students**
 - Eligible for CSO Access and CSO Programming starting on Graduate Orientation Day. May contact the CSO to request earlier one-on-one advising and hard-copy print resource access if applying for jobs with August or September application deadlines.

2. Current Visiting (Letter of Permission) Students:

Current visiting (letter of permission) students pay tuition and fees to Allard Law and, subject to the limitations set out below, have full CSO Access and access to CSO Programming.

- Visiting (letter of permission) students' CSO Access and access to CSO Programming coincides with the academic term(s) in which they attend classes at Allard Law (i.e., if a visiting (letter of permission) student is attending T2, his or her CSO Access will begin on the first day of T2, and end on the last day of T2, as per Allard Law's academic calendar).
- Visiting (letter of permission) students are limited to one (1) one-on-one advising appointment per academic term.
- Visiting (letter of permission) students are not eligible to participate in the following CSO Programming: On-Campus Interviews (OCIs), Resume Book, NY Resume Collection, or Public Interest Work Placement Program (PIWPP).
- Visiting (letter of permission) students are not eligible for alumni CSO Access, as they are not Allard Law graduates.

3. Current Allard Law Joint Degree Students:

Current Allard Law joint degree students pay tuition and fees to Allard Law and have full CSO Access and access to CSO Programming.

- **Students who start their Joint Degree Program at Allard Law**
 - Eligible for CSO Access and CSO Programming starting the Friday of Orientation Week. May contact the CSO to request earlier one-on-one advising and hard-copy print resource access if applying for 1L summer jobs with September application deadlines.
- **Students who start their Joint Degree Program at another Faculty/Institution**
 - Eligible for CSO Access and CSO Programming as soon as Allard Law Admissions confirms that they have accepted their offer and paid their deposit (typically, this happens in July).

4. Non-Allard Law Students:

The following groups generally do not pay tuition or fees to Allard Law, and, subject to the exceptions set out below, do not have any CSO Access or access to CSO Programming:

- **Law Students/Alumni from Other Schools**
 - Law students/alumni from another law school can ask their law school's career services office to request limited CSO Access for them, as per the CSO's **Reciprocity Agreement**. Note that Reciprocity Students do not receive access to Symplicity.

- **Exchange Students**
 - Limited access to the following CSO Programming during the academic term(s) in which they attend classes at Allard Law: CSO Information Sessions, Career Panels, and Career Fairs and Forums
- **Distance Learning Students**
- **NCA Students**

We encourage members of these groups to consult with their law school's career services office, and to purchase the CSO's *Legal Careers Guide* or *Public Interest Legal Careers Guide*.

5. Allard Law Alumni

Allard Law alumni have full CSO Access for 20 months following graduation and may request to receive the CSO's monthly Alumni Jobs Digest.

After 20 months post-graduation, Allard Law alumni are no longer eligible for one-on-one advising appointments (in-person, by phone, or via e-mail), but continue to enjoy all other CSO Access.

Allard Law alumni do not have access to CSO Programming.

For clarity, UBC or other alumni that are neither Allard Law alumni nor belong to an eligible student group do not have any CSO Access or access to CSO Programming.