



PETER A. ALLARD SCHOOL OF LAW

CAREER SERVICES

Access to the Allard School of Law's Career Services Office and Programming

Created December 2009 (Last updated July 1, 2018)

Access to the Allard School of 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 (e.g., WorkSafeBC, clerkships, NYC, non-North-American position)
 - Mock interviews
 - Career advising
- Allard Careers & Events (ACE) (www.allardlawcareers.com), including job postings and electronic 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 the Allard School of 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 School of Law Students:

Allard School of Law students registered in classes at the Allard School of Law pay tuition and fees to the Allard School of 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 the Allard School of Law Admissions Office confirms that they have accepted their offer and paid their deposit (typically, this happens in July).

- Allard School of 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:

Visiting (letter of permission) students registered in classes at the Allard School of Law pay tuition and fees to the Allard School of 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 the Allard School of Law (e.g., if a visiting (letter of permission) student is attending T2, their CSO Access and access to CSO Programming will begin on the first day of T2, and end on the last day of T2, as per the Allard School of 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 School of Law graduates.

3. Current Allard School of Law Joint Degree Students:

Allard School of Law joint degree students registered in classes at the Allard School of Law pay tuition and fees to the Allard School of Law and have full CSO Access and access to CSO Programming.

- **Students who start their Joint Degree Program at the Allard School of 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 the Allard School of Law Admissions Office confirms that they have accepted their offer and paid their deposit (typically, this happens in July).

4. Non-Allard School of Law Students:

The following groups generally do not pay tuition or fees to the Allard School of 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 ACE access.

- **Exchange Students**
 - Limited access to the following CSO Programming during the academic term(s) in which they attend classes at the Allard School of 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 School of Law Alumni

Allard School of 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 School of 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 School of Law alumni do not have access to CSO Programming.

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