Happy New Year and welcome to virtual Early Interview Week!

Although all of our interviews are virtual this year, participating in this process still requires a sizable investment of time taken from a day that likely had none to spare. On behalf of Michigan Law, thank you. Included below is some useful information regarding interview logistics, our class demographics, and our grading policy.

**Introducing the Class of 2022**

As I hope you’ll agree after your interviews, they are yet another impressive group. I’ll leave it to the students to share their individual stories, but collectively they are one of the best-credentialed and most diverse cohorts in school history. For the second time ever (and second year in a row), the majority of the class (54%) are women. Nearly 30% identify as a racial minority, 17% identify as LGBTQ, and 12% are first-generation college graduates. Students arrived in Ann Arbor from 128 undergrad institutions (though nearly 80% of them first took at least a year off), and originally hail from 42 states, plus DC, and 14 countries. In measures of academic performance, their numbers are equally impressive. The median LSAT and UGPA for this class is 169 and 3.81—another historically high combination.

**Comments on our Grading Policy**

This class has obviously had a tumultuous law school experience. As you likely know, last March our faculty adjusted our grading policy by converting all classes to mandatory pass/fail. Our grading structure has always been a frequent area of inquiry from employers and this adjustment has only heightened that interest.

All first-year courses are curved and graded on a 4.0 scale (i.e., A (4.0); A− (3.7); B+ (3.3), etc.). In exceptional circumstances a student may receive an A+ (4.3), but that is typically awarded to only a single student per course, if at all. In order to curve the courses, the faculty grading guidelines set targets for each grade range. Our grading guidelines provide that 69% of students in a curved class receive a 3.3 or lower. Said differently, there are students performing in the top third of a particular course who received a B+ (3.3).

With the exception of seminars and clinics, upper-level courses with 30 or more students are subject to the same curve that is applied to the first-year courses. Therefore, most upper-level courses are still subject to the same curve as first-year classes.

**Overview of our Interview Platform**

We are using Flo Recruit to host all EIW interviews. This is a web-based tool (optimized for Chrome) and does not require any downloads or plugins to use. Although it will work on a mobile device or tablet, we strongly recommend that you use a laptop or desktop for interviewing. We have also learned that the platform does not work as smoothly if you are accessing the internet via a VPN. If you are not familiar with the platform, Flo Recruit has created a short three-minute interviewer training video (linked [here](#)).
Emails containing the link for your interviews have been sent to your recruiting coordinator(s) who should have, in turn, emailed them to you. If you cannot find the email containing your interview link, your internal team should be your first contact.

If you cannot connect with them, however, please email mlawEIW2021@umich.edu or in an emergency, visit our virtual front desk (click here) that will be staffed from 9AM to 5PM EST.

**Receiving Student Transcripts**

In a face-to-face setting we would instruct students to physically hand you their transcripts at the conclusion of the interview along with any other requested documents (e.g., writing sample, references, etc). Similar to past practice, students will deliver materials to you at the conclusion of the interview, though obviously they will transfer them electronically. To account for the varied processes employed by firms, students will submit their documents in two ways:

1. Students have been instructed to email their materials (transcripts, writing samples, etc.) to you as soon as possible after the interview. A number of firms have requested that students email their materials directly to recruiting rather than the interviewers (to save you the bloated inbox), so please check with recruiting (or with us) if you aren't sure about your firm’s process.

2. Students will also be uploading their transcripts to Symplicity—the software that students use to bid on interviews and apply for jobs. This process will allow your recruiting team to bulk download the transcripts for all students on your schedule at the end of the day.

If you have any questions during the day about transcripts and/or other supporting documentation, please email mlawEIW2021@umich.edu.

**Troubleshooting**

<table>
<thead>
<tr>
<th>Issue</th>
<th>Where to Find Help</th>
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<tbody>
<tr>
<td>You do not have a link to begin your interviews</td>
<td>● Connect with your recruiting team.</td>
</tr>
<tr>
<td></td>
<td>● Email us at <a href="mailto:mlawEIW2021@umich.edu">mlawEIW2021@umich.edu</a></td>
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<td></td>
<td>● In an emergency, you can visit our virtual front desk (click here) that will be staffed from 9AM to 5PM EST.</td>
</tr>
<tr>
<td>The links do not work/ do not launch your interviews</td>
<td>● Review the Flo Recruit troubleshooting guide</td>
</tr>
<tr>
<td></td>
<td>● Email us at <a href="mailto:mlawEIW2021@umich.edu">mlawEIW2021@umich.edu</a></td>
</tr>
<tr>
<td>Camera or sound is not working, or you experience other technical issues during the interview</td>
<td>● Review the Flo Recruit troubleshooting guide</td>
</tr>
<tr>
<td>The student does not show up for the interview</td>
<td>● Students may have back-to-back interviews so they may be “in transit.” If the student has not joined within 5 minutes of the start time, please send an email <a href="mailto:mlawEIW2021@umich.edu">mlawEIW2021@umich.edu</a> and we will contact the student.</td>
</tr>
<tr>
<td>You are disconnected during an interview.</td>
<td>● We have informed students that if you are disconnected, attorneys may be calling the</td>
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students using the phone numbers listed on their resume.

- If there is a Flo Recruit system failure, there may be additional instructions from your recruiting team.

**Improper Interview Conduct**

One other note as you prepare for the day: please take a minute to review the accompanying document describing the Law School’s non-discrimination policy including our practical guidance for compliance. Rarely are there instances of blatant disregard of our policy, but we want to take all precautions to avoid any questioning that may have discriminatory effect, even if the questioning was well-intentioned. We appreciate your willingness to work with us and are happy to answer any questions you may have after your review of the policy.

Let me close by simply thanking you again for your time. I hope you enjoy meeting our students and we are looking forward to the days where we can welcome you (back) in Ann Arbor. If you have questions, please reach out to me at rkaul@umich.edu. And to my fellow alums (Law School and undergrad), and any alums at heart—as always, Go Blue!

Ramji Kaul, J.D. '05, B.A.‘02
Assistant Dean for Career Planning
AN IMPORTANT NOTE ON THE LAW SCHOOL’S NONDISCRIMINATION POLICY

The Office of Career Planning is committed to facilitating a positive and successful recruiting experience for students and recruiters. The University of Michigan Law School is a diverse community, and the Law School seeks to create and sustain an environment of inclusivity for all of its students that is free from discrimination and harassment.

Employers who use the Office of Career Planning’s facilities or services in any way, or who otherwise engage in campus recruiting activities, must affirm that they will comply with the University of Michigan’s Nondiscrimination Policy, printed in full at the end of this document. Posting employment positions, arranging or conducting interviews, meeting with students on campus, offering employment, and any other activity that utilizes the services or facilities of the Law School is covered under this Non-Discrimination Policy.

Fundamentally, the nondiscrimination policy requires prospective employers to evaluate each student solely according to job-relevant criteria. Prospective employers must take steps to ensure that no inappropriate inquiries are made when interacting with students. The following guidance is offered to help interviewers ensure that they are engaging in fair and equal recruiting activities.

Complaints that prospective employers have violated this non-discrimination policy will be investigated and, where appropriate, sanctions up to and including exclusion from recruiting activities may be imposed.

PRACTICAL GUIDANCE ON COMPLIANCE

Even well-intentioned interviewers can occasionally stray into areas of questioning that have a discriminatory effect. The following examples are provided to illustrate practical considerations and actionable guidance for adhering to the University of Michigan’s Nondiscrimination Policy and to highlight prohibited conduct. This is intended to cover common areas of concern but is not an exhaustive list.

- Reference to nationality, race, sex, or sexual orientation, has no place in the interview setting and questions, comments, or conversations with candidates involving these issues violate this policy.
- It is discriminatory to ask questions selectively of the members of one group but not another.
  - Inquiring about grades or LSAT scores, for example, of minority students but not of other candidates, or asking women but not men about their spouses’ occupation, violates this policy.
- Employers should avoid stereotypes and unwarranted assumptions about a candidate’s personal characteristics. Making assumptions about a candidate’s sexual orientation, assuming that a student’s physical disability will prevent them from performing adequately on the job, or that a foreign accent implies a lack of proficiency in English are all examples of discriminatory assumptions prohibited under this policy.
• Questions about age, height and weight, personal finances, and political affiliations are also prohibited.
• Questions about religion in the context of whether work schedule requirements are feasible or about citizenship with respect to whether the candidate meets the authorization requirements to work are permissible, but questions about what religion a person practices or whether a person has U.S. citizenship are prohibited.
• Sexual harassment and sexual misconduct are prohibited forms of sex discrimination.

Prospective employers with questions or concerns may contact the Assistant Dean for the Office of Career Planning, Ramji Kaul, at rkaul@umich.edu or 734-764-0546.

**UNIVERSITY OF MICHIGAN NONDISCRIMINATION POLICY**

The University of Michigan, as an equal opportunity/affirmative action employer, complies with all applicable federal and state laws regarding nondiscrimination and affirmative action. The University of Michigan is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in employment, educational programs and activities, and admissions. Inquiries or complaints may be addressed to the Senior Director for Institutional Equity, and Title IX/Section 504/ADA Coordinator, Office for Institutional Equity, 2072 Administrative Services Building, Ann Arbor, Michigan 48109-1432, 734-763-0235, TTY 734-647-1388, institutional.equity@umich.edu. For other University of Michigan information call 734-764-1817.

1 Although the United States Armed Forces have recently revised their employment policies and practices (specifically, through the repeal of Don’t Ask, Don’t Tell), their policies continue to discriminate on the basis of gender identity and gender expression. Current federal law, however, effectively prevents the Law School from applying its anti-discrimination policy to military recruiters, including those for the Judge Advocate General Corps. The fact that military recruiters are here should in no way be construed as an endorsement of their discriminatory employment practices.