OCI Frequently Asked Questions
(updated July 2014)

What is the On-Campus Interviews (OCI) Program?
The On-Campus Interviews (OCI) Program is coordinated by the Placement Office and brings employers to Florida State Law to interview students. Participating employers include law firms, corporations, government agencies, and public interest organizations. OCI is conducted throughout the fall and spring semesters.

Who is OCI for? I am not at the top of my class. Does this mean I can’t participate? Will there be employers I can interview with?
OCI is for EVERYONE! While some employers will “require” certain criteria (i.e. Top x% of class, Moot Court/Mock Trial, journals, etc.), MOST employers “prefer” certain criteria. If an employer “requires” that students have certain qualifications to interview (e.g. top 25%, Law Review, etc.), please do NOT drop for an interview with that employer unless you meet those requirements; send an email to the Placement Office with the employer name in the subject line and attach the required documents, and we will be sure the employer receives it. However, if an employer “prefers” that students have certain qualifications to interview, we encourage you to drop for an interview with that employer! Employers select students for many reasons such as previous work experience, language skills, and legal interests. It is imperative that you carefully read all OCI postings, resume referral announcements, and job listings as you will see that there are opportunities for all students.

Can I contact an employer that has “required” hiring criteria that I do not meet to see if they are willing to make an exception and interview me?
YES! If you find an employer that “requires” certain criteria you do not meet (i.e. Top x% Class Rank), please email Dean Rosanna Catalano (rcatalano@law.fsu.edu) the required application materials with the employer name in the subject line of the email.

Can I contact an OCI employer who is not recruiting for my class year and ask them if they are willing to make an exception and interview me?
YES! If you find an employer that you do not see in Symplicity because the employer is not interviewing your class year, please contact the Placement Office at 850-644-4495 to talk about your options.

What are the resume drop deadlines for Fall OCI?
Resume drop deadlines for OCI ARE 14 DAYS PRIOR TO THE OCI DATE at 11:59pm. Please be sure to check Symplicity for the actual deadline date.

Are we supposed to upload a transcript, writing sample, references, etc. into Symplicity in addition to our resume?
Some employers will require you to submit additional documents (cover letter, unofficial transcript, writing sample, references), so you will want to upload these documents as well and submit them only when the employer requires them.

How will I know if I need to submit additional documents along with my resume (cover letter, transcript, writing sample, references) to be considered for an interview?
If an employer requires any additional documents for you to "drop" for them, Symplicity will force you to select those documents before you will be able to successfully finish the "drop" process.
What is the difference between an “official” and an “unofficial” transcript? Can I print a copy of my transcripts from Blackboard?

An official copy of your transcripts is obtained by completing a records request with the registrar’s office. It could take two to three days to process this request. Official transcripts are printed on transcript paper and placed in a sealed envelope. These transcripts become unofficial as soon as the envelope is opened.

Unofficial transcripts can be obtained from the records office generally on the same day as you submit a records request or they can be downloaded from https://records.law.fsu.edu using your Blackboard login. Be sure to save them as a pdf file before uploading into Symplicity.

**Note:** Do not get your transcript from the main university’s Blackboard login because those are based on the 4.0 grade scale used by main campus, and the law school uses a 100-point scale.

If an employer requires me to bring a transcript to the interview, can I use an “unofficial” copy of my transcript?

YES - a copy of your unofficial transcript should be fine.

How do I find OCI employers in Symplicity?

Log onto https://law-fsu-csm.symplicity.com/students/. Click on the “OCI” button at the top of the screen. Select one of the available sessions options from the drop down menu. Scroll down to view the upcoming interviews and events scheduled.

I don’t see as many OCI employers in Symplicity as I thought I would. Why is this?

Symplicity only allows you to see the opportunities that are specific to your class year (2L/3L). Employers will also continue to register through the fall so keep checking the OCI tab for added employers.

How can I find out what employers are participating in OCI that are NOT specific to my class year?

The Placement Office will continue to e-mail all students periodically (about once a week) with a list of new OCI employers and the class year(s) they are hiring so you can see a complete list of employers coming to campus.

How will we know if we were selected for one of the OCI’s we bid on?

The Placement Office **ALWAYS** sends each student an e-mail either stating “Congratulations, you have been selected to interview with xyz employer” or “You were not selected to interview with xyz employer”.

When can I expect to know if I was selected?

We ask employers to let us know who they would like to interview no later than 7 days prior to their interview date.

How do I sign up for an interview slot if I am selected by an employer to interview?

Log onto https://law-fsu-csm.symplicity.com/students/. Click on the “OCI” button at the top of the screen. Click on “Employers/Bidding/Applications”. Click on “accept preselect”. Click on the interview time you would like. Click “sign up”.

How can I double-check my scheduled interview dates/times?

Log onto https://law-fsu-csm.symplicity.com/students/. Click on the “OCI” button at the top of the screen. Click on “scheduled interviews”.
How do I know if I am supposed to bring anything to my interview?
The Placement Office recommends you always bring a couple of extra copies of your resume to the interview as well as a list of references. If an employer wants you to bring additional documents (transcript, writing sample, etc.), you can find this listed in the “hiring criteria” column of the employer OCI in Symplicity. Additionally, the e-mail you receive from the Placement Office letting you know you have been selected to interview will contain this information.

How many people actually get their jobs from OCI?
OCI is probably the most visible effort of the Placement Office and the one most well-known by students. However, it is only one of many ways to find a job. The national average is approximately 15% of students receiving their jobs through OCI. Therefore, you should not limit your search to only those employers interviewing on campus. Instead, take advantage of other opportunities such as networking noshes, bar association events, job fairs, and targeted mailings. The Placement Office will be happy to assist you in defining and narrowing your job search efforts.

What OCI events does the “No Show” policy apply to?
All OCI activities including Fall OCI and Spring OCI.

Should I send a thank you note to my interviewers after my OCI?
YES! After your interview you should write each interviewer a note thanking him or her for the interview. The Placement Office will obtain business cards from the interviewers and have them on file so you can gain access to correct mailing and email addresses.