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April 10, 2025

Dear Rising 2L and 3L Students:

The San Francisco Intellectual Property Law Association is excited to invite you to the 2025 SFIPLA Job Fair, hosted for 2026 Summer Positions.

The Job Fair is co-sponsored by JAMS San Francisco Mediation, Arbitration and ADR Services, and interviews will take place on Friday, **June 6, 2025**, from 9:00 a.m. to 4:00 p.m. (Pacific time). The Job Fair will be hosted in person at JAMS:

Two Embarcadero Center
15th Floor
San Francisco, CA 94111

Some employers may also allow for virtual interviews, hosted by the employers on their own platform.

To register for the Job Fair, please visit the [2025 SFIPLA Job Fair](https://law-sfipla-csm.symplicity.com/students/) page (<https://law-sfipla-csm.symplicity.com/students/>) and create an account. All application submissions and scheduling must be conducted through the Symplicity platform. Please register based on your Rising Class Year. For example, if you are currently a 1L student, you should enter 2L (your rising class year). Your information/forms will only be seen by potential employers and to those of us administering the Job Fair, but otherwise not made public.

To provide clarity, we have outlined the following timeline for the registration, application, and selection process:

- **Employers:** Registration on the Symplicity platform will be open **exclusively** for employers from April 9, 2025 – April 30, 2025. Employers will not be able to add new positions after April 30, 2025.
- **Students:** Students will be invited to review all open positions and submit their applications between May 1, 2025 – May 16, 2025. Students will not be able to submit applications after May 16, 2025.
- **Employers Pre-Selection:** From May 17, 2025 – May 23, 2025, employers will review student applications and “preselect” students to interview. “Alternate” selections will also be made during this time.
- **Pre-Selected Students:** Students will have from May 26, 2025 – May 28, 2025 to accept “pre-select” interview offers.

- **Students (Alternative Selections):** Students selected as “Alternates” will have from May 29, 2025 – May 30, 2025 to accept an interview offer.
- **Final Interview Schedules:** The Symplicity system will generate and release final interview schedules on **June 2, 2025**. The system will then close for all participants.
- The 2025 SFIPLA Job Fair will take place on **June 6, 2025**.

For questions relating to the 2025 SFIPLA Job Fair, please email sfiplajobfair@sfipla.com. As a volunteer association, the Job Fair Committee will not be in position to offer technical assistance or offer any exceptions to the closure of the deadlines listed above.

Sincerely,

San Francisco Intellectual Property Law Association
Job Fair Committee