

To: Students Participating in the 2009 Loyola Patent Law Interview Program

From: Loyola Patent Program Staff

Subject: Schedules Are Now Final In Symplicity/Hotel & Travel Information

Date: June 24, 2009

ALTERNATES HAVE BEEN SCHEDULED

Now that the interview cancellation period is over, we have scheduled alternates into the interview slots opened up as a result of cancellations. **If you were an alternate for any employer, please log on to the Patent Symplicity system (<http://law-patent-csm.symplicity.com/students>) to see if you have been scheduled for additional interviews.** If you were scheduled for an interview as an alternate, your status in the **Invitations** column on the Employers/Bidding tab will still be listed as **alternate**, but in the **Interview Dates** column you will see the words **Scheduled for Jul 30** or **Scheduled for Jul 31**, and on the **Scheduled Interviews** tab, you will see the interview date and time. **If you do not wish to keep any of the interviews you received as an alternate, please contact us immediately at Law-PatentProgram@luc.edu so that we may offer the spot to another student.**

ALL STUDENTS WITH INTERVIEWS SHOULD CHECK THEIR SCHEDULES FOR CHANGES

Even if you were not an alternate for any employer, if you had any interviews scheduled on Symplicity previously, please recheck your interview schedule now to see if any of the dates and times of your interviews were changed. In order to accommodate all of the employers' requests for alternates and for last minute schedule changes, we have had to move some preselect interviews. You can view all of your interview dates and times on the **Scheduled Interviews** tab.

FUTURE SCHEDULE CHANGES

From this point forward, if we plan to add you to a schedule as an alternate or change the date or time of your interview, either someone from our office or from the employer's office will contact you directly to do so. We do often see additional cancellations trickle in after the deadline, and we will contact alternate students directly to see if their travel plans can accommodate the additional interview.

ALTERNATE SCHEDULING AT THE INTERVIEW PROGRAM ITSELF

Please note that the next significant opportunity for alternate scheduling will be at the interview program itself. We will assign all Thursday interview slots vacated by no-shows at **8:30 am on Thursday morning** in the student registration room at the interview hotel, and all Friday interview slots vacated by no-shows at **8:30 am on Friday morning** in the student

registration room at the interview hotel. **Alternates must be present in the registration room at that time to be scheduled into these additional interview slots.**

Only alternates chosen by the employers (students who see **alternate** listed under Interview Status on the Employers/Bidding tab on Symplicity) **will be eligible to take additional interview slots at the interview program -- there is no open interview sign up available at the Patent Law Interview Program.**

INTERVIEWER NAMES

Some of the employers at this year's program have provided us with interviewer names. As we receive interviewer names, we will enter them into Symplicity. You can view the interviewer names either by clicking on the **Scheduled for Jul 30** or **Scheduled for Jul 31** in the **Interview Dates** column on the Employers/Bidding tab, or by going to the **Scheduled Interviews** tab, and clicking on the **date of the interview** in the left-hand column of the table. If we have the interviewer name, it will be displayed. **Please do not contact us to ask for interviewer names that are not displayed on Symplicity - if they are not in Symplicity, we do not have them yet.** Note also that interviewer names are subject to change up until the program itself. It is a good idea to research the interviewers for each employer you are interviewing with in advance, but be sure to check back closer to the program to see if there have been any changes to interviewer names.

HOTEL AND TRAVEL INFORMATION

Now that schedules are final, you will want to begin making travel and hotel plans for the interview program. When making travel plans, please keep the following in mind:

On-Site Registration Requirement

Your travel arrangements must allow you to register on-site at the interview hotel either the evening before your interviews (July 29th or July 30th between 4:00 to 7:00 p.m.) OR the morning of your interviews (July 30th or July 31st between 7:30 and 8:30 a.m.). This is MANDATORY and WE WILL MAKE NO EXCEPTIONS. Students who have not registered by 8:30 am on Thursday, July 30 will have all of their Thursday slots given to alternates; students who still have not registered by 8:30 am on Friday, July 31 will have all of their Friday interview slots given to alternates. Because morning registration is very early **we recommend that you not fly in the morning of your interviews.** A late flight could make you miss registration and forfeit all of your interviews for that day. Please understand that this requirement allows us to determine who has not shown up for their interviews and fill any open slots with alternates. You only need to register once on-site to be considered registered for interviews on both days.

Networking Opportunity - Cocktail Party on Thursday, July 30

There will be a cocktail party for all participating students and employers at the interview hotel (Embassy Suites Chicago Downtown/Lakefront) on Thursday, July 30, from 5:30 pm to 7:00 pm, hosted by PLI and Loyola University Chicago School of Law. Light hors d'oeuvres and a cash bar will be provided. We recommend business attire for this event.

HOTEL ACCOMMODATIONS

The Patent Law Interview Program is at a new location this year. The **interview hotel** is the **Embassy Suites Chicago Downtown/Lakefront at 511 N. Columbus**. The **student hotel** where we have arranged a **\$159 per night** rate is the **DoubleTree Chicago Magnificent Mile at 300 E. Ohio**.

To make reservations at the **student hotel**, you can use the group website set up for this program at <http://doubletree.hilton.com/en/dt/groups/personalized/CHIMMDT-LLS-20090729/index.jhtml> If you prefer to call in to make your reservations, you can call **312.787.6100** but you must specify that you are with the **Loyola Patent Law Interview Program** when calling to receive the program rate. The \$159 rate will be available until July 13, or until the block of rooms is filled, whichever comes first.

For students planning to stay in Chicago to attend **PLI's live Patent Bar Review Course**, please note that the student hotel has agreed to extend the \$159 rate through Monday, August 3. **If you plan to stay beyond Monday, August 3**, do not use the online registration option, but call **312.787.6100** and tell them that you are with the **Loyola Patent Law Interview Program** to get the program rate through the 3rd, and the best rate that they can offer for the rest of your stay.

We have also arranged another housing option for students - in the newly renovated **Loyola Graduate Dorm**, Baumhart Hall, located at **26 E. Pearson**. The rate for a single occupancy room in the dorm (one private bedroom and bathroom sharing common living space and kitchen) is **\$99 per night**. For more information and to make reservations at the Loyola Graduate Dorm, please read the attached reservation form and follow the directions to reserve a room.

TRAVEL

The **interview hotel** (the **Embassy Suites Chicago Downtown/Lakefront at 511 N. Columbus**) and the **student hotel** (**DoubleTree Chicago Magnificent Mile at 300 E. Ohio**) are located within two blocks of each other, at the intersections of Illinois and Columbus and Ohio and Fairbanks, respectively. Both are easy to reach by public transportation - **the CTA Red line stop at Grand Avenue is roughly five blocks due west of both hotels**.

The **Loyola Graduate Dorm** that has rooms available for students is located at **26 E. Pearson**. The dorm is just a block from the **Chicago stop on the CTA Red line**, which is one stop away from the Grand Avenue stop - the dorm is also a short cab ride from the interview hotel.

The hotels are relatively equidistant from both major airports that service the Chicago area - O'Hare and Midway - so you will want to check airfares to both airports to see what is best for your travel plans.

O'Hare is on the CTA Blue line, and **Midway is on the CTA Orange line** - both lines will bring you into the city, where you can either transfer to the Red line (at Jackson for the Blue line or State/Lake for the Orange line) to get to the Grand Avenue station, or take a short cab ride to the hotel (from the Clark station on the Blue line or State on the Orange line). For more

information on public transportation in Chicago, please see the CTA website at <http://www.transitchicago.com>.

If you plan to take a cab to or from one of the airports, you will want to plan plenty of time for traffic - traffic is often better to and from Midway than to and from O'Hare - but traffic is obviously unpredictable. Both the Embassy Suites and the DoubleTree offer information about average travel times and cab prices at the following sites - Embassy Suites (http://chicagoembassy.com/page/qhnc/direct_html.html) and DoubleTree (http://doubletree1.hilton.com/en_US/dt/hotel/CHIMMDT-Doubletree-Hotel-Chicago-Magnificent-Mile-Illinois/directions.do;jsessionid=ECABE6A5EA2675FA7593FC73E78154CA.etc34). **Please double the average travel times if you are planning to travel at rush hour.**

Please note that there are two Embassy Suites hotels in Downtown Chicago. **The Embassy Suites Downtown at 600 N. State Street is not the hotel where we are holding the interview program!** If you plan to take a cab, make sure to ask for the Embassy Suites at Columbus and Illinois, not just for the "Embassy Suites Downtown."

The Embassy Suites site also provides driving directions for those of you planning to drive - Embassy Suites (http://chicagoembassy.com/page/qhnc/direct_html.html). Parking in downtown Chicago is very expensive, so you may want to explore parking options in advance to find the best deal - check out <http://www.chicagoparkingmap.com> for information on parking garages in Chicago.