



**2019-20 Faculty Recruitment Services
Important Dates for Schools**

2019

April 26	Deadline for submission via online form of school contact person and signed Dean's Agreement on Use of FAR Information.
May 28	AALS begins accepting ads for <i>Placement Bulletin</i>
May 31	Deadline for schools to pay FAR Access Fee
June 4	Contact person of schools that have paid the FAR Access Fee will receive a link to access suite information and registration. There will be no paper forms for suite selection. All information will be online. Schools have the option of requesting the same suite category they had in 2018. The link will continue to be sent out on a rolling basis as other schools pay the fee.
June 18	Deadline for schools to complete the online Interviewing Room selection form.
Mid July	AALS to email the interviewing room assignment and confirmation form to school contact person.
July 18	Deadline to submit ads for 1 st issue of the Placement Bulletin , to be posted on August 1.
August 1	<i>First Placement Bulletin Posted</i>
August 8	First FAR Distribution available to schools.
	Deadline to submit ads for 2 nd issue of the Placement Bulletin , to be posted on August 22.
	Deadline for schools to acknowledge receipt of the interviewing room assignment and confirmation form.
August 22	<i>Second Placement Bulletin Posted</i>
August 29	Second FAR Distribution available to schools.
	Deadline to submit ads for 3 rd issue of the Placement Bulletin , to be posted on September 17.
September 6	Deadline to submit \$200 Suite Deposit and Credit Application for direct billing to Marriott Wardman Park (secure fax line: 202-387-5386)
	Deadline to submit Food & Beverage Order and Housekeeping forms for interview rooms to frs@aals.org or fax (202) 296-8869.
September 6	Deadline for schools to enter the names of recruitment team members in the AALS FAR . The team members list will be distributed to applicants at the conference.
September 11	Hotel Cut-off date for recruitment team members not staying in the interviewing room/suite to make their hotel reservations. Use this link for <<Guest Room Reservations>>.
September 17	<i>Third Placement Bulletin Posted</i>
September 24	Third FAR Distribution available to schools.
October 3 - 5	Faculty Recruitment Conference, Marriott Wardman Park Hotel, Washington, D.C.

2020

January 17	Deadline to submit ads for the 4 th issue of the Placement Bulletin , to be posted on January 31.
January 31	<i>Fourth Placement Bulletin Posted</i>