



## Summer & Fall 2024 On-Campus Interview Registration Form

### Recruiting Organization Information

Employer: \_\_\_\_\_

Name of Recruiting Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Offices for which you are recruiting: \_\_\_\_\_

### Request for Interview Information

Session you want to participate in:

On Campus

Virtual

Resume Collect

Interview Dates Requested:

First Choice: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

Classes you will interview:                      2L                      3L

Begin interviews at (time): \_\_\_\_\_ End by: \_\_\_\_\_

Names of interviewers: \_\_\_\_\_

Interviewers will work:                      Alone                      In Teams                      Number of interviewers: \_\_\_\_\_

Length of Interviews:                      20 minutes                      30 minutes                      Other (please specify): \_\_\_\_\_

\* virtual interviews will be scheduled for 30 minutes to allow students to transition in & out of rooms

Please indicate what should be provided in addition to a resume:

Recent Writing Sample                      Law School Transcript                      Other: \_\_\_\_\_

Cover Letter Addressed to: \_\_\_\_\_

## Position Information

Type of position:

Law Clerk

Associate  
Attorney

Other: \_\_\_\_\_

Employment period:

Summer, First Half

Summer, Second Half

Summer, Full

Post-graduation

Other (please explain): \_\_\_\_\_

Compensation:

Paid

Unpaid

Information about position and employer:

Is a geographic connection important for this position?

Yes

No

Is your summer clerkship program intended to:

result in post-graduate employment

serve only as a summer experience

## Hiring Information

	Required	Preferred	Not a Factor
<b>Class Rank/G.P.A</b>			
<b>Law Journal</b>			
<b>Advocacy: Moot Court/Mock Trial/Negotiations</b>			
<b>Advanced Degree other than J.D.</b>			
<b>Technical Background</b>			
<b>Foreign Language</b>			

Please check this box to indicate affirmation of disclosure of the non-discrimination policies included in this packet and assurance of willingness to observe.