



CAREER & PROFESSIONAL DEVELOPMENT

TEXAS TECH
School of Law

August 2025 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:

In-Person August 2025

Virtual August 2025

Resume Collect

Interview Dates Requested:

First Choice: _____ Second Choice: _____ Third Choice: _____

Class(es) you will interview: _____ Rising 2L (Class of 2027) _____ Rising 3L (Class of 2026) _____

Begin interviews at: _____ End Interviews at: _____

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 Description

Type of Position: Law Clerk Associate Attorney Other: _____

Employment Period: Summer, First Half Summer, Second Half Summer, Full
Post Graduation Other: _____

Compensation: Paid Unpaid

Is your summer clerkship program intended to:

serve only as a summer experience result in post-graduate employment

Hiring Criteria: Class Rank/GPA Law Journal
Advocacy (Moot Court/Mock Trial/Negotiations)
Advanced Degree other than JD
Other: _____

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

Return completed Registration Form to careerservices.law@ttu.edu.



SCHOOL
OF **LAW**

TEXAS TECH

Non-Discrimination Policy – Texas Tech University School of Law

Based on Texas Tech University OP 40.01, Texas Tech University System regulation 07.10, and the By-Laws of the Association of American Law Schools, the School of Law does not tolerate discrimination or harassment on the basis of race, color, ethnicity, religion, genetic information, protected veteran status, military status, national origin, sex, gender (including identity and expression), sexual orientation, age, disability, or any other legally protected category, class, or characteristic. *Date approved and/or revised: May 5, 2022*

Non-Discrimination Policy – Association of American Law Schools

The Association of American Law Schools (AALS), (1614 20th Street, N.W., Washington, DC 20009-1001, (202) 296-8851) of which Texas Tech Law is a member, requires member schools to pursue a policy of providing students and graduates with equal opportunity to obtain employment, without discrimination or segregation on the ground of race, color, religion, national origin, sex, gender (including identity and expression), sexual orientation, age or disability. As a member school, Texas Tech Law shall communicate to each employer to whom it furnishes assistance and facilities for interviewing and other placement functions the school's firm expectation that the employer will observe the principle of equal opportunity. Moreover, a member school shall inform employers of its obligations under Bylaw 6-3(b) and shall require employers, as a condition of obtaining any form of placement assistance or use of the school's facilities, to provide an assurance of the employer's willingness to observe the principles of equal opportunity. AALS Bylaws Section 6-3b and AALS Regulation 6-3.2.

Employer Affirmation

As an employer seeking assistance and facilities for interviewing and other placement functions from Texas Tech Law, I affirm that Texas Tech Law has informed me of the University's nondiscrimination policies and the school's obligation under AALS Bylaws; and its expectation that each employer will observe the principle of equal opportunity. I provide this assurance of my willingness to observe the principles of equal opportunity and compliance with its nondiscrimination policies as a condition of obtaining any form of placement assistance or use of the school's facilities.