

Spring 2024 On-Campus Interview Registration Form

Recruiting Organization Information

Employer: _____

Name of Recruiting Contact: _____ Title: _____

Address: _____

Telephone: (_____) _____ Fax: (_____) _____

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: 1L 2L 3L

Begin interviews at (time): _____ End by: _____

Number of schedules (rooms) required: _____ Number of Interviewing days: _____

Names of interviewers: _____

Interviewers will work: Alone In Teams Number of interviewers per room: _____

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

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

Recent Writing Sample Other: _____

Law School Transcript 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
Class Rank/G.P.A			
Law Journal			
Advocacy: Moot Court/Mock Trial/Negotiations			
Advanced Degree other than J.D.			
Technical Background			
Foreign Language			

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