

2009 Fall Recruitment Registration Form



To request an **On-Campus** interview date, register for the **Atlanta, Boston, New York, Chicago, or West Coast** interview programs or select other recruitment options, please return the following materials to:

Robin Fulton, Recruitment Coordinator
American University Washington College of Law
4801 Massachusetts Avenue, NW, Suite 122 • Washington, DC 20016
E-mail: rfulton@wcl.american.edu
Telephone: 202-274-4095 • Fax: 202-274-4096

- This completed form
- Electronic copy of NALP questionnaire
- Electronic copy of firm resume or relevant employer brochure

*There is no registration fee to participate in the **On-Campus** or **Boston** interview programs.*

General Information

Employer name: _____

Contact person and title: _____

Address: _____

Telephone number: _____ Fax: _____

E-mail: _____ Website: _____

Resumes will be sent electronically unless otherwise indicated.

If hard copies are preferred, please provide a Federal Express or UPS account number: _____

On-Campus Interview Program

Please **rank** the dates in order of preference (select up to three)

Full-Day Schedule at the Washington College of Law (for local office interviews go to "Other Recruitment Options")

OCI Early Registration Week:	OCI Week 2 _____	Monday-Thursday, Aug. 24-27	Preferred date: _____
_____ Monday, August 17	OCI Week 3 _____	Monday-Thursday, Aug. 31-Sept. 3	Preferred date: _____
_____ Tuesday, August 18	OCI Week 4 _____	Tuesday-Thursday, Sept. 8-10	Preferred date: _____
_____ Wednesday, August 19	OCI Week 5 _____	Monday-Thursday, Sept. 14-17	Preferred date: _____
_____ Thursday, August 20	OCI Week 6 _____	Monday-Thursday, Sept. 21-24	Preferred date: _____
_____ Friday, August 21	OCI Week 7 _____	Tuesday-Friday, Sept. 29-Oct. 2	Preferred date: _____

Interviewing Preferences

Would you prefer _____ 20-minute interview time slots or _____ 30-minute interview time slots?

Interviewers will work: alone in teams Number of interviewers per room: _____

For which office(s) will you interview? _____

From whom will you accept resumes? _____ 2E _____ 2L/3E _____ 3L/4E _____ LL.M. _____ JD/MBA/MA

Please list the name(s) of the interviewer(s) and indicate whether they are WCL alumni (if known):

NOTE: Only resumes will be sent automatically. Please indicate below any additional materials you require:

Cover Letter Transcript Writing Sample Other _____

(See reverse for other recruitment programs.)



Off-Campus Regional Interview Programs

- _____ Atlanta Interview Program (Embassy Suites Hotel Atlanta - Buckhead) — Wednesday, August 5
- _____ Chicago Interview Program (Chicago, IL - Location and Date TBA) — August 2009
- _____ New York Interview Program (Embassy Suites, New York, NY) — Friday, August 14
- _____ West Coast Interview Program (Doubletree Guest Suites, Santa Monica, CA) — Friday, August 28
- _____ Boston Interview Program (Employer's Boston office) — Friday, September 11

Interviewing Preferences

Would you prefer _____ 20-minute interview time slots or _____ 30-minute interview time slots?

Interviewers will work: alone in teams Number of interviewers per room: _____

For which office(s) will you interview? _____

Indicate students from whom you will accept resumes: _____ 2E _____ 2L/3E _____ 3L/4E _____ LL.M. _____ JD/MBA/MA

Please list the name(s) of the interviewer(s) and indicate whether they are WCL alumni (if known):

Other Recruitment Options

Indicate students from whom you will accept resumes: _____ 2E _____ 2L/3E _____ 3L/4E _____ LL.M. _____ JD/MBA/MA

_____ RESUME COLLECTION: OCPD collects and sends resumes Deadline: _____

_____ DIRECT APPLICATION: Students apply directly Deadline: _____

_____ LOCAL OFFICE INTERVIEW date and location: _____

Hiring Criteria

For all recruitment options

	Required	Preferred	Not a Factor
Class rank _____ %	_____	_____	_____
Law review	_____	_____	_____
Law journal	_____	_____	_____
Moot court or mock trial	_____	_____	_____
Other _____	_____	_____	_____

Please read and sign below

An equal opportunity, affirmative action university. UP03-299



American University Washington College of Law (WCL) is an equal opportunity, affirmative action institution that operates in compliance with acceptable laws and regulations. More importantly, however, such compliance stems from the history and tradition of the university which embrace and express the deepest values of the human community - equality, openness, and the dignity of every individual. The fact that the university does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, gender identity and expression, age, or disability is, in fact, consistent with and a reflection of its special tradition of social justice. Extending that tradition into the present, equal opportunity, affirmative action, and nondiscrimination apply to every aspect of the university's operations and activities, including admissions, employment and access to university programs and services.

Signature _____ Date _____