

Atlanta Interview Program



TULANE UNIVERSITY LAW SCHOOL WASHINGTON UNIVERSITY SCHOOL OF LAW AMERICAN UNIVERSITY WASHINGTON COLLEGE OF LAW



2011 Atlanta Interview Program

Friday, August 19, 2011

Embassy Suites Hotel Atlanta Buckhead: 3285 Peachtree Road, NE, Atlanta, GA 30305

On behalf of Tulane University Law School, Washington University School of Law and American University Washington College of Law, we invite you to the 2011 Atlanta Interview Program. This is a wonderful opportunity to interview 2nd and 3rd year students from three outstanding law schools, each of which boasts diverse student bodies. Because many of our students have personal, academic and familial ties to Georgia, we think that you will find the Atlanta Interview Program to be a valuable part of your fall recruitment schedule. Students genuinely interested in living and working in the Atlanta area will travel to the city at their expense for this event. Moreover, you will be able to prescreen 100% of your interview candidates.

To participate in our Program, please contact Adam Maese at Tulane University Law School at (504) 862-8462 or amaese@tulane.edu. The cost per employer (per room) is \$250 (waived for government and public interest employers). This registration fee covers the hotel suite in which the interview will take place, breakfast and lunch at the hotel. We would appreciate receipt of registration forms by Tuesday, July 5, 2011.

We sincerely hope that you will consider participating in our Interview Program. Please do not hesitate to contact us to discuss the program in further detail.

Regards,

Adam Maese, Assistant Director, Tulane University Law School
amaese@tulane.edu (504) 862-8462 www.law.tulane.edu

Angela Smith, Director of Employer Diversity and Recruitment Programs, Washington University School of Law
asmith@wustl.edu (314) 935-5483 <http://law.wustl.edu>

Traci Mundy Jenkins, Assistant Dean, American University Washington College of Law
tjenkins@wcl.american.edu (202)274-4090 www.wcl.american.edu

Atlanta Interview Program



2011 REGISTRATION FORM

Tulane University Law School Washington University School of Law American University Washington College of Law

Friday, August 19, 2011, Embassy Suites Hotel Atlanta Buckhead
3285 Peachtree Road, NE, Atlanta, GA 30305

To register please submit the following to: Tulane Law School Career Development Office, 6325 Freret St., New Orleans, LA 70118:

1. Completed registration form.
2. A check for registration fees* (\$250 per interview room) made payable to Tulane University Law School.
3. Signed copy of the Non-Discrimination Form.

To confirm registration please also submit this form to Adam Maese via e-mail (amaese@tulane.edu) or fax (504-862-8797).

*Please note that this registration fee is waived for government and public interest employers.

Employer Information

Employer Name: _____

Employer Address: _____

Office Phone: (_____) _____ Fax: (_____) _____

Primary Contact: _____ Title: _____

Direct Dial: (_____) _____ E-mail address: _____

Hiring Attorney/Chair or Director of Recruiting: _____

Please list recruiting offices (for offices recruiting independently, please use a separate form.): _____

Interview Information

Information about the position(s): (e.g., new associate or, if for the summer, paid/unpaid; full summer only; if split summer is available, the specific dates and any other relevant information) _____

Classes you will interview: ____ 2L ____ 3L Number of rooms (schedules) required: _____

Please indicate what should be submitted initially with student résumés:

____ Cover Letter ____ Law School Grades

Please indicate additional materials that should be brought to an interview:

____ Writing Sample ____ References ____ Law School Transcript

You will prescreen 100% of the candidates you interview. Preferred and required hiring criteria included in this form will be provided to the candidates during the bidding process.

Required Criteria: _____

Preferred Criteria: _____

(Employers must comply with the nondiscrimination policies of the participating schools, which are available at the schools' website.)