

2012 SPRING RECRUITMENT PROGRAM
THERE IS NO FEE TO PARTICIPATE
ORGANIZATION INFORMATION

Employer: _____
Hiring Contact: _____
Address: _____
Telephone: (____) _____ Fax: (____) _____
E-mail: _____ Website: _____

METHOD OF PARTICIPATION (PLEASE SELECT ONE)

- Resume Collection: Applications collected and sent electronically on one date.
Requested Application Deadline: _____
- Direct Application: Applications sent individually immediately upon submission by student.
Requested Application Deadline: _____
- On-Campus Interview: Applications collected and sent electronically on one date for pre-screening and applicant selection. OCPD will notify selected candidates and schedule interviews on a date of your choice.
Requested Interview Date (February, March, or April) in order of preference:
1. _____; 2. _____; 3. _____; 4. _____
- Expected number of interviewers: _____ (Interviewer(s) will work: alone in teams)
- Length of interviews: 20 min. 30 min. Other (specify): _____
- Schedule Preference: Full Day A.M. Only P.M. Only Other (specify): _____

PLEASE READ, SIGN, AND PROVIDE POSITION DETAILS ON THE REVERSE SIDE

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 _____

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POSITION DETAILS

Title: _____ Office Location: _____

Paid/Unpaid: _____ Salary: _____ Compensation Details: _____

From whom will you accept resumes: 1L 2L 3L/4L JD/MBA JD/MA LL.M.

Materials Requested: Resume Cover Letter Transcript Writing Sample References
 Letter(s) of Recommendation Other (specify): _____

Application materials will be forwarded electronically unless otherwise indicated. If hardcopy is preferred, please provide a UPS or Federal Express account number: _____

HIRING CRITERIA			
	REQUIRED	PREFERRED	NOT A FACTOR
Class Rank _____ %			
Law Journal			
Moot Court/Mock Trial			
Technical Background _____			
Advanced Degree Other than J.D. _____			
Foreign Language _____			
US Citizenship (Government Employers Only)			
Other _____			

Please return completed form (via mail, fax, or email) to:

Stephanie Crosse, Esq.
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 Office of Career and Professional Development
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