

IMA L. STUDENT

4801 Massachusetts Avenue, NW · Washington, DC 40056 · (202) 555-0000 · austudent@wcl.american.edu

EDUCATION

AMERICAN UNIVERSITY, WASHINGTON COLLEGE OF LAW, Washington, DC

Juris Doctor Candidate, May 2005; GPA 3.4, Legal Rhetoric Grade: A

Activities: Hispanic Law Students Association, Treasurer, 2003-Present
Admissions Committee, Student Representative, 2003-Present
First Year Moot Court Competition, First Round Judge

PROVIDENCE COLLEGE, Providence, RI

Bachelor of Arts in Political Science, cum laude, May 2001; GPA 3.5

Minors: Latin America and Spanish Language

Honors: Charles Shultinfuss Scholarship (\$10,000 merit-based scholarship)
Dean's List, 5 of 8 semesters

Activities: Admissions Ambassador
Spanish Honors Society

Study Abroad: Instituto Centroamericano de Estudios de Desarrollo, San José, Costa Rica

EXPERIENCE

AMERICAN UNIVERSITY, WASHINGTON COLLEGE OF LAW, Washington, DC

Dean's Fellow, Professor Paul Weckstein, September 2003-Present

Perform extensive legal research on administrative law, U.S. Patriot Act and U.S. Department of Homeland Security issues. Help develop coursework on administrative law for fall and spring sessions.

THE HONORABLE SUPREME JUSTICE, VIRGINIA SUPREME COURT, Richmond, VA

Judicial Intern, May-August 2003

Drafted orders for civil cases in response to bills of costs, motions for new trials, reconsiderations and sanctions. Researched and prepared legal memoranda related to motions to suppress, continue, reduce sentences, review bonds and compel discovery. Researched and drafted bench memoranda concerning civil and criminal issues.

BIG LAW FIRM, INC., Washington, DC

Legal Assistant, June 2001-August 2002

Performed extensive legal research for major e-commerce litigation case involving Internet access issues. Drafted documents, legal memoranda and correspondence, as well as related documents. Accompanied attorneys to client conferences, closings, depositions, document productions, trials, administrative agency hearings and other client related proceedings. Served as Spanish interpreter for an immigration case pending before the United States Citizenship and Immigration Services involving an illegal alien from El Salvador.

ORGANIZED PARTY COMPANY, Providence, RI

Event and Entertainment Coordinator, June – August 1999, June – August 2000

Created and designed themes and structure for local entertainment company. Coordinated over 25 performers and appearances of local artistic talent before audiences of over 150 people. Conducted research on local entertainment venues, travel costs, and company expenses; presented post-show reports to the Organized Party Company team tracking success of events.

SKILLS & INTERESTS

Language Skills: Spanish (fluent), Italian (working knowledge)

Professional Affiliations : American Bar Association, Student Division; Inter-American Bar Association