

2009-2010 NOTRE DAME LAW SCHOOL CAREER SERVICES REQUEST FORM

Dates of Fall On-Campus Interviewing
August 17 - October 30, 2009
Reservations taken on or after February 3, 2009

Recruiting Organization General Information

Employer: _____
Recruiting Administrator: _____ Hiring Attorney: _____
Address: _____
Telephone: _____ Fax: (____) _____
E-mail: _____ Web site: _____

Hiring Information (Please indicate **specifically** any criteria you consider necessary in hiring)

	Required	Preferred	Not a Factor
GPA (Notre Dame does not rank its students)			
Law Journal			
Moot Court (Elective)/Mock Trial			
Technical Background			
Advanced Degree			
Foreign Language (specify)			
Other			

TO INTERVIEW ON CAMPUS:

Interview dates requested: 1st choice _____ 2nd choice _____ 3rd choice _____
Class % you will interview: _____% 1L _____% 2L _____% 3L
Begin interviews at time: _____ End by: _____ # of rooms required: _____
Length of Interviews: 20 min 30 min Other _____ Interviewers will work: In teams Alone
 We are willing to conduct video-conference interviews with 2Ls attending the full-year Notre Dame Law London Program.
Names of interviewers (include class year for Notre Dame alumni): _____
Cities for which interviewing: _____

Students should bring: Photocopy of transcript Writing sample References Other _____

Your resume packets will be available online through our Symplicity system at <https://law-nd-csm.symplicity.com/employers>. If you need assistance accessing your account, please contact Trish Anderson at Anderson.209@nd.edu or 574-631-7542.

- We will make a voluntary \$250 contribution to help fund Notre Dame Public Interest programming.
- We will participate in the Law Student Travel and Accommodations Reimbursement (L-STAR) Program, enabling students on call-back interviews to decline lodging accommodations to fund student summer public interest stipends.

TO RECEIVE RESUMES ONLY:

Date you would like to receive resumes: _____ Years hiring: 1L (after 12/1) 2L 3L Other _____
Method of Delivery: Sent Individually by Students ("Direct") OR Emailed as a group by Career Services ("Collect")
Additional Materials Required: Photocopy of Transcript Writing Sample References Other _____
All "Collect" resumes will be emailed the day requested. If you prefer to use your overnight shipper to receive hard copies, include your account information here: Company _____ Account # _____

The American Bar Association and the Association of American Law Schools require that all employers to whom we provide assistance and facilities for interviewing and other placement functions observe the principles of equal opportunity set forth in American Bar Association Standard 211 and Bylaw 6-3b of the Association of American Law Schools - i.e., equal opportunity to obtain employment without discrimination or segregation on the ground of race, color, religion, national origin, gender, sex, sexual orientation, age, or disability.

Please sign to indicate compliance with these ABA and AALS principles. _____

Your compliance is signified through the submission of this form.

To contact us call (574) 631-7542, fax (574) 631-4789 or e-mail Peshel.1@nd.edu