



## 2010 Fall Recruitment Program Registration Form

Please return completed form to:  
 Robin Fulton, Recruitment Coordinator  
 American University Washington College of Law  
 4801 Massachusetts Avenue, NW, Suite 122, Washington, DC 20016  
 Fax: 202-274-4096; Email: rfulton@wcl.american.edu

**There is no fee to participate in the Fall Recruitment Program.**

### General Information

Employer: \_\_\_\_\_

Contact Person and title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

*Application materials will be provided electronically unless otherwise indicated.*

If hardcopy is preferred, please provide a UPS or Federal Express account number: \_\_\_\_\_

### On-Campus Interview Program (OCI)

*Please select three potential dates and rank them in order of preference.*

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

<b>Early Week OCI:</b>	<b>OCI Week 2</b>	Monday–Thursday, Aug. 23–26	Preferred date: _____
____ Monday, August 16	<b>OCI Week 3</b>	Monday–Thursday, Aug. 30–Sept. 2	Preferred date: _____
____ Tuesday, August 17	<b>OCI Week 4</b>	Tuesday–Wednesday, Sept. 7–8	Preferred date: _____
____ Wednesday, August 18	<b>OCI Week 5</b>	Tuesday–Thursday, Sept. 14–16	Preferred date: _____
____ Thursday, August 19	<b>OCI Week 6</b>	Monday–Thursday, Sept. 20–23	Preferred date: _____
	<b>OCI Week 7</b>	Monday–Thursday, Sept. 27–30	Preferred date: _____

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

**For which office(s) will you interview?** \_\_\_\_\_

Interviewer(s) will work:  alone  in teams      Number of interviewers: \_\_\_\_\_

Length of interviews:  20 min.  30 min.      Name(s) of interviewer(s): \_\_\_\_\_

**Materials Requested:** \_\_\_\_ Resume \_\_\_\_ Cover Letter \_\_\_\_ Transcript \_\_\_\_ Writing Sample  
 \_\_\_\_ References \_\_\_\_ Letter(s) of Recommendation \_\_\_\_ Other: \_\_\_\_\_

#### OCI 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 _____			
Other _____			

**PLEASE REVIEW REVERSE SIDE AND SIGN.**



**Off-Campus Regional Interview Programs**

- \_\_\_\_\_ Atlanta Interview Program (Embassy Suites Hotel, Buckhead, Atlanta, GA) – Friday, August 20
- \_\_\_\_\_ Boston Interview Program (Employer’s Boston Office, Boston, MA) – Thursday, September 16
- \_\_\_\_\_ New York Interview Program (Embassy Suites Hotel, New York, NY) – Friday, August 13
- \_\_\_\_\_ West Coast Interview Program (Doubletree Guest Suites, Santa Monica, CA) – Friday, August 27

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

**For which office(s) will you interview?** \_\_\_\_\_

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**Materials Requested:** \_\_\_\_\_ Resume \_\_\_\_\_ Cover Letter \_\_\_\_\_ Transcript \_\_\_\_\_ Writing Sample  
 \_\_\_\_\_ References \_\_\_\_\_ Letter(s) of Recommendation \_\_\_\_\_ Other: \_\_\_\_\_

**Other Recruitment Options**

\_\_\_\_\_ **RESUME COLLECTION** WCL collects and sends applications Application Deadline: \_\_\_\_\_

\_\_\_\_\_ **DIRECT APPLICATION** Students apply directly Application Deadline: \_\_\_\_\_

\_\_\_\_\_ **LOCAL OFFICE INTERVIEW** Date & Location \_\_\_\_\_

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

**Materials Requested:** \_\_\_\_\_ Resume \_\_\_\_\_ Cover Letter \_\_\_\_\_ Transcript \_\_\_\_\_ Writing Sample  
 \_\_\_\_\_ References \_\_\_\_\_ Letter(s) of Recommendation \_\_\_\_\_ Other: \_\_\_\_\_

Other Recruitment Options 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 _____			
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** \_\_\_\_\_