

# Instructions:

## Application For Employment

The Minnesota Judicial Branch *an Equal Opportunity Employer*

### Step 1: Complete the Application

There are 3 ways to fill out this application:

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#### **Adobe Acrobat Reader**

Acrobat Reader is a free program used to view PDF files. If you are reading this on your computer screen, you are most likely using Acrobat Reader.

You may fill out this application using Acrobat Reader by simply clicking in the appropriate fields and entering text. **Note that you cannot save the completed application if you are using Acrobat Reader**, so you must fill out the application and print it in one session. We recommend that you print out multiple copies of the completed application for your own records

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#### **Adobe Acrobat (Full Version) Or Acrobat Approval**

Adobe Acrobat is the full commercial PDF product. With Acrobat, you can complete this application by simply clicking on the appropriate fields and entering text. Note that you **can save** your completed application if you are using the full commercial version of Adobe Acrobat. Another less expensive option is to use Acrobat Approval, which also allows for the saving of completed forms.

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#### **Typed or Written**

If you prefer, you may print this application and complete it using your typewriter or a pen. If using a pen, please be sure to use black ink and print clearly.

### Step 2: Submit Your Application

Please submit your application to:

Minnesota Judicial Center  
HR Dept. Rm G27  
25 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, MN 55155



# Minnesota Law Clerk Application

## Supreme Court and Court of Appeals 2010 – 2011 Term

*an Equal Opportunity Employer*



### Job Title / Personal Information

Job Title You Are Applying For:  Supreme Court  
 Court of Appeals  
 Both (only 1 copy necessary)

### Personal Info

Last Name:  First Name:  Middle Name:

Current Address:  Permanent Address:

Effective Dates for Current Address:

Current Phone #:  Cell Phone #:   
 Other Phone #:  Email Address:

### Education

High School Attended  Dates Attended:   
 College Attended  Dates Attended:   
 Major  Minor  Degree   
 GPA  LSAT Score   
 Law School Attended  Dates Attended:

Law School Record	Class Rank	GPA	Grading Scale	Class Standing
First Year				
Second Year				
Third Year				
Summer Term				

Factors Affecting Law School Academic Standing:

Other Graduate Work:

List Special Honors, Awards, Activities in Law School:

## Special Honors and Extracurricular Activities (not previously listed)

At Law School:

At College:

In The  
Community:

## Employment

Current Employment: (if applicable)

Other Legal/Legal Research Employment:

## Additional Information

Special Skills: Experience  
in legal writing or research  
such as law review or the  
equivalent.

Special Interests:  
Avocation and other.

Miscellaneous:  
Reasons for interest in a  
clerkship.

Have you ever been suspended, expelled, or otherwise disciplined by any school, college, or law school?  Yes  No

If yes, please explain:

Have you ever been convicted of a crime or any lesser offense involving moral turpitude?  Yes  No

If yes, please explain:

## References

Please list three (or more) references:

Name	Address	Telephone

## Signature and Additional Documentation

Please attach the following:

- A copy of your most recent transcript of law school grades with available explanatory material.
- A legal research writing sample.
- A resume, if available.

Date:

Signature (DO NOT PRINT/TYPE)

