

Recruiting Organization Information

Employer _____
 Recruiting Administrator _____ Title _____
 Hiring Attorney _____
 Address _____
 Telephone _____ Fax _____
 Email _____ Website _____
 Offices for which you are recruiting _____

By checking this box on behalf of your organization you agree to the **UofL Law Nondiscrimination Policy** found at louisville.edu/law/careers/employment/policies

Name _____ Signature _____ Date _____
**If no digital signature, please print form, sign and return.*

On-Campus Interview Information Request

Interview dates requested:
 First Choice _____ Second Choice _____ Third Choice _____
 Class year you will interview 2L 3L Recent Graduates
 Begin interview at (time) _____ End interviews at (time) _____
 Number of schedules (rooms) required _____ Number of interviewing days _____
 Names of interviewers (please indicate if Brandeis School of Law alumna/alumnus):

Interviewers will work: Alone In teams Number of interviewers per room _____
 Length of interviews: 20 minutes 30 minutes Other (please specify) _____
 When applying students should submit:
 Cover Letter Law school transcript Undergraduate transcript
 Resume Writing Sample Other (please specify) _____
 Students should bring to the interview:
 Writing Sample Law school transcript Other (please specify) _____

Hiring Information for On-Campus Interview Information OR Resume Collection

(Please indicate specifically any criteria you consider in hiring our students)

	Required	Preferred
Class Rank Top _____%		
G.P.A. above a _____		
Law Journal		
Moot Court / Mock Trial		
Technical Background _____		
Advanced Degree other than JD _____		
Foreign Language _____		
Other _____		

Resume Collection Request (Brandeis School of Law will collect application material and forward via email)

If you do not plan to interview at the Brandeis School of Law but wish to receive student application materials

Resumes should be sent by the following date _____

You will accept resumes from 2L 3L Recent Graduates

Additional required documents:
 Cover Letter Resume Law school transcript Undergraduate transcript
 Other (please specify) _____