

FALL 2014 INTERVIEW & RÉSUMÉ REQUEST FORM

Interviews will be held from 8/25/2014 through 12/12/2014 for FALL OCIs

| | |
|-----------------|-----------------------|
| Employer: _____ | Telephone: _____ |
| Address: _____ | |
| E-Mail _____ | Contact Person: _____ |

REQUIRED INFORMATION FOR ALL EMPLOYERS

Position Title: _____ Start Date: _____ Salary/ Hourly Rate: _____

Please indicate any criteria that you consider in hiring:

| | Required | Preferred | Not a Factor |
|--------------------------------------|----------|-----------|--------------|
| Class Rank _____ % | _____ | _____ | _____ |
| Law Review | _____ | _____ | _____ |
| Moot Court/Mock Trial | _____ | _____ | _____ |
| Technical Background (specify) _____ | _____ | _____ | _____ |
| Foreign Language (specify) _____ | _____ | _____ | _____ |
| Other (specify) _____ | _____ | _____ | _____ |

INFORMATION FOR ON-CAMPUS INTERVIEWS

Interview dates requested: First Choice: _____ Second Choice: _____ Third Choice: _____

Preferred Interview hours: Begin at: ____:____ End by: ____:____

Classes you will interview (please check at least one): _____ 1Ls* _____ 2Ls _____ 3Ls

You also require: _____ Transcript _____ Writing Sample _____ Other (specify): _____

Names of interviewer(s) : _____

INFORMATION FOR RECEIVING RÉSUMÉS ONLY (RÉSUMÉ FORWARDING)

If you do not plan to interview at our school but wish to receive résumés:

Résumés should be sent by (date): _____

You will accept resumes from (please check at least one): _____ 1Ls* _____ 2Ls _____ 3Ls

Please specify who should send the resumes AND how they should be sent:

Résumés should be sent _____ as a group by the placement office OR _____ individually by students via _____ email OR _____ standard mail

You also require: _____ Transcript _____ Writing Sample _____ Other (specify): _____

***Per NALP Standards prospective employers and first year law students should not interview or make offers before December 1st**

Non-Discrimination Policy: The Savannah Law School, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 (45 CFR 86), and Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, does not discriminate on the basis of sex, handicap, disability, race, color, religion, age, national or ethnic origin, marital status, gender identity, gender expressions, or sexual or affectional preference in Savannah Law School's educational programs, admissions policies, employment policies, or other school administered programs.

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Email: lknight@savannahlawschool.org

