



Email completed form to
Paul Wilson (pwilson@johnmarshall.edu)

Fall 2017 Career Services Request Form

**** Interviewing begins on 8/25/2017 and continues through 12/15/2017 for FALL.**

ORGANIZATION INFORMATION

Name of Organization	Mailing Address	City, State, Postal Code	
Contact Person's Name	Position Title	Phone Number	Email Address
Interviewer's Name #1	Phone Number	Email Address	
Interviewer's Name #2 (if applicable)	Phone Number	Email Address	

APPLICANT DATA (check all that apply)

Student Candidates:	<input type="checkbox"/> 1L (F- T student)	<input type="checkbox"/> 1L (P- T student)	<input type="checkbox"/> 2L	<input type="checkbox"/> 3L/ 4L
Salary/Hourly Pay:	\$ _____	\$ _____	\$ _____	\$ _____
Student Job Type:	<input type="radio"/> Intern, Sum. 18	<input type="radio"/> Intern, Fall 17 <input type="radio"/> Intern, Spr. 18	<input type="radio"/> Intern, Fall 17 <input type="radio"/> Intern, Spr. 18	<input type="radio"/> Intern, Fall 17 <input type="radio"/> Intern, Spr. 18
New Grad Candidates:	<input type="checkbox"/> Bar Certified	<input type="checkbox"/> Bar Pending	<input type="checkbox"/> J.D. Advantage	<input type="checkbox"/> Other
Salary/Hourly Pay:	\$ _____	\$ _____	\$ _____	\$ _____
Grad Job Type:	<input type="radio"/> Associate attorney <input type="radio"/> Temp Attorney <input type="radio"/> Staff Attorney <input type="radio"/> eDiscovery Attorney	<input type="radio"/> Law Clerk <input type="radio"/> Paralegal <input type="radio"/> Tax Associate <input type="radio"/> Contract Specialist	<input type="radio"/> In-house lawyer <input type="radio"/> Compliance <input type="radio"/> Doc Reviewer <input type="radio"/> Lease Writer	<input type="radio"/> Business Development <input type="radio"/> Consulting <input type="radio"/> Patent Agent <input type="radio"/> Other:

Description of Position(s):

Application materials requested: ☐ Resume ☐ Transcript (unofficial) ☐ Writing Sample (provided at interview)
☐ Other: _____

Will Interview: ☐ On-Campus Interviews (OCI) *Select interview date and times below* ☐ Resume Collect/Forwarding Only

ON-CAMPUS INTERVIEW (OCI) DATES

Preferred OCI Date: ☐ September 15 ☐ November 10 ☐ December 15
☐ Full-day Interviews (9 a.m. to 5 p.m.) - Lunch provided between 12 noon – 1:30 p.m.
☐ AM Interviews (9 a.m. to 12 p.m.)
☐ PM Interviews (1:45 p.m. to 5 p.m.)
☐ Different Interview Time Needed: _____

Equal Opportunity Statement

In compliance with the policy of the Association of American Law Schools, accessibility to all programs operated by this institution is guaranteed to all otherwise qualified persons. Therefore, there shall be no discrimination on the basis of race, national origin, religion, creed, gender, sexual orientation, age, handicap, or veteran status, in either the selection of students for participation in the program, or as to any aspect of the program; provided, however that with respect to the handicap, the handicap must not be such as would, even with reasonable accommodation, in and of itself, preclude the student's ineffective participation in the program.

Signature _____

Date _____