The Spring On-Campus Interview Program begins February 1, 2016, and continues throughout the semester.

1. On-Campus Interview Schedule Request
   Interview date(s) requested: First Choice __________________ Second Choice __________________
   □ On-Campus     □ Video or Skype Interview
   1Ls for part-time or summer 2016
   2Ls for part-time or summer 2016
   3Ls for Fall 2016 entry-level positions

   Candidates enrolled in the LL.M International Legal Studies Program for summer or entry-level positions

   Length of interviews: 20 minutes  30 minutes

   Documents requested from applicants in addition to a resume:
   Unofficial Transcript  Cover Letter  Writing Sample  List of References

   Please provide a brief description of the position(s) you are interviewing for ________________________________

2. REQUEST FOR APPLICATIONS
   Employers who seek to fill full-time, part-time, or short-term project positions with first, second and third year law students
   Resume Collection – resumes will be collected and sent in a group by the Career Development Office by (date): __________
   Resume Direct* – resumes will be sent directly by student by (date) __________________________ via Mail Email

   * Applicants are requested to apply online through our website

   Accepting resumes from:
   1Ls  2Ls  3Ls  LL.Ms

   Documents requested in addition to a resume:
   Unofficial Transcript  Cover Letter  Writing Sample  List of References

Return Completed Form to:
Kym Osterbind, Recruiting Coordinator
University of Richmond School of Law - Career Development Office
28 Westhampton Way, Room 115, Richmond, VA 23173
804-289-8680 • (fax) 804-287-6516 • kosterbi@richmond.edu

The University of Richmond School of Law prohibits discrimination with regards to race, religion, national or ethnic origin, age, sex, sexual orientation, gender identity, gender expression, disability, status as a veteran, or any classification protected by local, state or federal law. The services and facilities of the Career Development Office are available only to those employers whose practices are consistent with this policy. The representatives of any employer using these services and facilities affirm that the employer does not discriminate.