2008-2009 Career & Professional Development Request Form

Law School: **Indiana University Maurer School of Law**
Date of the D.C. On-Location Recruiting Program: **March 16, 2009**
Location: Ronald Reagan Building
Normal Interviewing hours: 9:00 am. - 1:00 pm
Length of Interviews: **20 minutes**
Phone: (812)855-8433 Fax: (812)855-4840

Recruiting Organization Information

Employer: _____
Recruiting Administrator: _____ Hiring Attorney: _____
Address: _____
Telephone: _____ Fax: _____
E-mail for firm: _____
E-mail for recruiting administrator: _____
Web Site: _____
Offices for which you are recruiting: _____

Request for Interview Information

Classes you will interview: _____ 1L _____ 2L _____ 3L
Number of schedules required: _____
Names of interviewers (indicate by including class year if alumnus/a): _____
_____
Interviewers will work: _____ alone _____ in teams Number of interviewers per schedule: _____
Materials needed for prescreening only: _____resume _____transcript _____writing sample
Students should bring: _____ resume _____ transcript _____ writing sample _____ references
Express mail service may be used at your expense. Name and account number for express mail service:
_____

Hiring Information (Please indicate specifically any criteria you consider in hiring)			
	Required	**Preferred**	**Not a Factor**
Class rank _____%			
Law Journal			
Moot Court/Mock Trial			
Technical Background _____			
Advanced Degree other than J.D. _____			
Foreign Language _____			
Other _____			