VILLANOVA UNIVERSITY SCHOOL OF LAW
2012 YEAR ROUND RECRUITMENT REGISTRATION

EMPLOYER:_____

RECRUITING CONTACT:_____

ADDRESS:_____

TELEPHONE: ( )_____ **FAX:** ( )_____

E-MAIL: _____ **WEB SITE:**_____

RECRUITING INFORMATION

Non-Discrimination Agreement (required) ☐ We agree to comply with Villanova's Non-Discrimination Policy
(See full text at p.2 and http://www.law.villanova.edu/Employers)
◄ If recruiting for multiple offices within your organization, please complete separate Registrations.

POSITION: ABA precludes JD students from working > 20 hours weekly during school terms.

☐ Summer ☐ Part-Time ☐ Full-Time (Post Graduate) ☐ Fellowship

COMPENSATION: (check all that apply)

☐ Paid ☐ Un-paid ☐ One-Time Stipend ☐ Academic Credit (please see criteria below)

CANDIDATES: ☐ 1L ☐ 2L ☐ 3L ☐ LLM (Tax) ☐ Alumni (Entry Level) ☐ Alumni (Experienced)

APPLICATION REQUIREMENTS: ☐Resume ☐Transcript ☐Cover Letter ☐Writing Sample ☐ Other: _____

JOB DESCRIPTION:

_____

HIRING FACTORS: ☐ Academic Achievement ☐ Writing/Research Skills ☐ Community Service/Ties

☐ Law Journal/Publications ☐ Moot Court/Mock Litigation ☐ Personal Qualities ☐ Clinical Program

☐ Technical/Science Background ☐ Prior Experience ☐ Other: _____

PROGRAM INFORMATION

Please check (✓) one of the following Programs. For the "On Campus Interviewing" and "Collecting Resumes" Programs, student applications will be made available via our on-line career management system unless otherwise arranged in advance. Note: the "Send Directly" Program is the required choice for all Alumni Job Postings.

(1) □ ***"ON CAMPUS INTERVIEWING"* PROGRAM** (for JD, LLM Students Only)

◄ On Campus Interviewing runs from **February 6- April 13, 2012.**

◄ Please list preferred week: **Feb 6____ Feb 13____ Feb 20____ Feb 27____ Mar 12_____**
Mar 19_____ Mar 26___ Apr 2____ Apr 9____

◄ Desired number of Interview Rooms: _____. (A full day's schedule allows you to see 19 students per room.)

◄ Name of Interviewer: _____ VLS Class Year, if applicable: _____

◄ To secure an Early Interviewing Week (within the first weeks of Feb), please return the Registration Form by **Fri Jan 6, 2012.** For all other dates, return this form as soon as possible, allowing **at least three weeks** until preferred OCI date.

◄ Unless otherwise arranged, interviews are from 9:00 AM – 5:00 PM, 20 minutes each.

(2) □ ***"COLLECTING RESUMES"* PROGRAM** (for JD, LLM Students Only) **Application Deadline** (required)**:** _____

(3) □ ***"SEND DIRECTLY" PROGRAM*** (for JD, LLM Students or Alumni) **Application Deadline** (required)**:** _____
Method of transmittal □ Email □ US Mail □ Fax □ Other _____

(4) □ **RESUME BOOK** Check here if you're not committed to recruiting, but would like to review interested student resumes: _____

(5) □ **MULTI-SCHOOL JOB FAIRS** (in Philadelphia and Washington DC) Check to receive information

(6) □ **ACADEMIC CREDIT – EXTERNSHIP PROGRAM** (govt. / nonprofit employers only; summer legal jobs for JD students only)
David Santee, Esq., Assistant Dean for Trial Advocacy & Externships will contact you with program requirements

TO EASILY REGISTER ON-LINE, SIMPLY GO TO THE CORRESPONDING LINK TO THE PROGRAM YOU CHOOSE BELOW:

-"On Campus Interviews": To register online, go to the following link:
https://law-villanova-csm.symplicity.com/employers/index.php?signin tab=2

- "Collecting Resumes" or "Send Directly": To register online, go to the following link:
https://law-villanova-csm.symplicity.com/employers/index.php?signin tab=3

TO REGISTER ON PAPER, PLEASE FORWARD YOUR COMPLETED REGISTRATION FORM TO:

Kristin L. Archibald, Esq.
Director of Recruitment
Telephone: 610-519-7032
Email archibald@law.villanova.edu

Carol Stephenson
Program Assistant
Telephone: 610-519-7030
Email stephenson@law.villanova.edu

Office of Career Strategy & Advancement
Villanova University School of Law
299 North Spring Mill Road
Villanova, PA 19085
Fax Number 610-519-5144

Non-Discrimination Policy

Villanova University School of Law does not discriminate on the basis of race, color, age, sex, religion or creed, national/ethnic origin, or non-disqualifying handicap. Villanova Law is committed to the belief that with respect to the fundamental rights of the person, every type of discrimination, whether social or cultural, is to be overcome and eradicated as contrary to God's intent (Vatican Council II, Gaudium et Spes No. 29). As a Roman Catholic and Augustinian institution, the School of Law strongly affirms the teaching of the Church on the rights and dignity of all persons, and hence condemns discrimination on the basis of sexual orientation. This position is consistent with the Church's teaching on human sexuality, which does not endorse homosexual conduct. Villanova University School of Law accordingly reaffirms its commitment to providing an inclusive and supportive community for all, regardless of sexual orientation.

Equal Employment Opportunity Agreement

In compliance with the above stated policy, the Career Strategy Office is available only to employers whose employment practices are in compliance with the school's Non-Discrimination Policy. By recruiting at Villanova Law, your organization acknowledges and agrees that it will comply with this Non-Discrimination Policy.

THANKS FOR YOUR INTEREST IN OUR STUDENTS!!