



2013 On-Campus Interview Program Application

Employer Information

Employer: _____

Address: _____

Contact Person: _____

Contact Email: _____

Contact Phone: _____

Position Information

Office(s) Recruiting: _____

Hiring For: _____ 2L (Summer 2014) _____ 3L (Permanent)

_____ 2L (School Year Law Clerk) _____ LL.M. Elder Law (Permanent)

_____ 3L (School Year Law Clerk) _____ LL.M. International Law (Permanent)

	Clerk(s)	Associate(s)
Openings Available:	_____	_____
Expected Start Date:	_____	_____
Salary Information:	_____	_____

Hiring Criteria

	Required	Preferred		Required	Preferred
Class Rank (Top __%)	_____	_____	Trial Team	_____	_____
Law Review/Journal	_____	_____	Moot Court Board	_____	_____
Research Assistant	_____	_____	ADR Board	_____	_____
Teaching Assistant	_____	_____	Certified Intern	_____	_____
Will you consider lower ranked students who are members of competition teams?				Yes _____	No _____

Supporting Documents

	Required	Preferred	
Resume	_____	_____	Stetson coaches students to have both a one page and a two page resume, which do you prefer? 1 _____ 2 _____
Cover Letter	_____	_____	Addressed to _____
Writing Sample	_____	_____	Number _____ Page Limit _____
References	_____	_____	Number _____
Other	_____		

Interview Sessions

List your preferred dates, in order of preference: 1 _____ 2 _____ 3 _____

Start Time of First Interview: _____

End Time of Last Interview: _____

Length of Interview Time Slots: 20 Minutes _____ 30 Minutes _____ Other _____

Number of Interview Suites (Select One): 1 _____ 2 _____ 3 _____



Fall 2013 On-Campus Interviewing Sessions

Session	Recruiting Session		Student Materials Available to Employers	Schedule Sent to Employers
	Begins	Ends		
Session 1	8/20/2013	8/30/2013	7/26/2013	8/14/2013
Session 2	9/3/2013	9/12/2013	8/9/2013	8/28/2013
Session 3	9/17/2013	9/27/2013	8/23/2013	9/11/2013
Session 4	10/1/2013	10/18/2013	9/13/2013	9/25/2013
Session 5	10/22/2013	11/8/2013	10/4/2013	10/16/2013

Fall 2013 Available On-Campus Interviewing Dates

August 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



Non-Discrimination Policy Affirmation for Employers

Employer Contact Information			
Employer:		Contact:	
Address:		Phone:	
City:	State:	Zip:	Email:

Stetson University Non-Discrimination Policy Statement

It is the policy of Stetson University not to discriminate on the basis of sex, disability, race, age, religion, color, national or ethnic origin, ancestry, marital status, veteran status, sexual orientation, gender identity, gender expression, genetic information, physical characteristics, or any other category protected by federal, state, or local law in its educational programs, admissions policies, financial aid, employment, or other school-administered programs. The policy is enforced by Stetson and, where applicable, federal laws such as Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975. The University is an equal opportunity educational institution.

Non-Discrimination Policy Affirmation

All individuals and organizations that desire to obtain any form of employer assistance from Stetson University College of Law's Career Development Office must share this commitment to nondiscrimination and equal employment. A limited exception to this policy exists for military recruiters and federal agencies but only insofar as their employment and hiring practices are permitted under federal law.

By checking the appropriate box below, I affirm on behalf of the employer listed above that:

- I have read and understand the *Stetson University College of Law's Non-Discrimination Policy Statement*. I will consider all applicants on the basis of merit and will not discriminate against any individual on the basis of sex, disability, race, age, religion, color, national or ethnic origin, ancestry, marital status, veteran status, sexual orientation, gender identity, gender expression, genetic information, physical characteristics, or any other category protected by federal, state, or local law.
- OR—
- I am exempt from complying with *Stetson University College of Law's Non-Discrimination Policy Statement* because I am seeking applicants on behalf of the United States Military or a federal agency and have an exception insofar as my employment and hiring practices are permitted under federal law.

Printed Name

Title

Signature

Date