



PROCEDURES FOR PARTICIPATION

It's as easy as 1-2-3!

2014 FALL ON-CAMPUS INTERVIEW PROGRAM

SESSION I: AUGUST 4TH – 8TH; SESSION II: SEPTEMBER 9TH – 26TH

1. RESERVE A DATE AND PROVIDE INTERVIEW INFORMATION

An interview date may be scheduled by completing and returning the enclosed Reservation Form, emailing careerservices@swlaw.edu, or by telephoning the Career Services Office at (213) 738-6794. The Career Services Office will send confirmation of these arrangements upon receipt.

2. SELECT STUDENTS FOR INTERVIEWS

Student resumes will be sent to you approximately 10 days before the recruiter's visit. You can then prescreen the materials and choose which students to interview. The names of students you select (including two or three alternates) should be forwarded to the Career Services Office at least 5 working days prior to the scheduled interview date.

3. INTERVIEW ON CAMPUS

On the day of the recruiter's visit to campus, a schedule of interview appointments will be provided, together with copies of the students' resumes and academic transcripts and/or writing samples (if requested). Complimentary parking and lunch are provided for the recruiter(s).