

Career Development Office
2021 Spring Recruitment Program Registration

Employer: _____

Address: _____

Contact Person/Title: _____

Phone: _____ Email: _____

Hiring Attorney: _____ Position Being Recruited: _____

Office(s) for which you are hiring: _____

Hiring Criteria:

	Please specify required or preferred criteria
Class Rank and/or GPA	
Law school activities (i.e., Law Review/journal; Trial Team)	
Specific Background or Experience	
Patent Bar Eligible	
Other	

*Please complete either Part I (Request for On-Campus Interviews) *OR* Part II (Request for Resume Collection) AND sign the University of Maryland Carey School of Law Non-Discrimination Policy on page 2.*

PART I: REQUEST FOR ON-CAMPUS INTERVIEWS

SELECT FROM AVAILABLE DATES: (ROUND I) JANUARY 25, 26, 27, 28, FEB 1, 2; (ROUND II) FEBRUARY 8, 9, 10, 11, 12, 15, 16, 17, 18, 19.

1) Interview dates requested: First Choice: _____ Second Choice: _____

2) Interview Length (*select one*): 20 minutes: _____ 30 minutes: _____

3) Classe(s) you will interview: 2D/3E (Class of 2022): _____ 3D/4E (Class of 2021): _____

4) Students should submit for pre-screening purposes in addition to a resume (*check all that apply*):

COVER LETTER ____ TRANSCRIPT (UNOFFICIAL) ____ WRITING SAMPLE ____ REFERENCES ____

5) Names of Interviewers: _____

6) Other information (as applicable): _____

FEES: The fee for on-campus interviews is \$100 for private sector employers (one schedule) and \$50 for each additional schedule. Please specify if you are requesting more than one schedule. No fee for public sector employers. Please make checks out to "University of Maryland Francis King Carey School of Law."

□ **PART II: REQUEST FOR RESUME COLLECTION (if not interviewing on-campus)**

By signing up for a Resume Collection (RC), we collect all the requested materials via *Symplicity* and provide to you at one time. There are four (4) options:

- January Resume Collection 1 (RC1) – Resumes and materials received by January 12, 2021
- January Resume Collection 2 (RC2) – Resumes and materials received by January 19, 2021
- January Resume Collection 3 (RC3) – Resumes and materials received by January 26, 2021
- February Resume Collection 4 (RC4) – Resumes and materials received by February 2, 2021

1) RC requested (select one): Jan RC1: _____ Jan RC2: _____ Jan RC3: _____ Feb RC4: _____

2) Classe(s) you are recruiting: 2D/3E (Class of 2022): _____ 3D/4E (Class of 2021): _____

3) Students should submit for pre-screening purposes in addition to a resume (check all that apply):

COVER LETTER _____ TRANSCRIPT (UNOFFICIAL) _____ WRITING SAMPLE _____ REFERENCES _____

4) Other information (if applicable): _____

NON-DISCRIMINATION POLICY

The University of Maryland, Baltimore does not discriminate on the basis of race, color, religion, national origin or ancestry, sex, sexual orientation, gender identity or expression, physical or mental disability, marital status, protected veteran's status, or age in its programs and activities. Specifically, Title IX prohibits discrimination on the basis of sex in UMB's programs and activities. UMB will take steps to eliminate prohibited conduct, prevent its recurrence, and remedy its effects. *(Your signature indicates that you will observe this policy.)*

Name: _____

Signature: _____ Date: _____

Title: _____

Please return completed form to the attention of Terri Goode, Recruitment Specialist

- Via email: tgoode@law.umaryland.edu or careerdv@law.umaryland.edu

Please note that you can register for all of our recruitment programs via [Symplicity](#).