University of Illinois College of Law

Fall Interview Program Registration Form (due 6/11/20)

Employer Name ____________________________________________________
Address ____________________________________________________________
City ______________________ State _______________ Zip ___________
Phone ______________________ Fax ______________________
Website ______________________________________

Offices for which you are hiring*_________________________________________
*Please register separately for offices interviewing independently.

Primary Contact Name _________________________________________________
Primary Contact Title __________________________________________________
Primary Contact Phone ______________________  Primary Contact Email ______________________

Position Title _________________________________________
Position Type (Check all that apply.) ☐ Part-time ☐ Full-time ☐ Summer ☐ Temporary

Job Description ________________________________________________________________________________

Preferred Qualifications** _______________________________________________________________________
**E.g., academic qualifications, law school activities, prior academic/employment experience

Accepting Resumes From (Check all that apply.)  1Ls ☐ 2Ls ☐ 3Ls ☐ LL.M. Students

Additional Application Materials Requested: ☐ Unofficial Transcript ☐ Cover Letter ☐ Writing Sample
☐ Other (Please Specify):______________________________________________________________________

Number of Schedules ____________________

Length of Interviews ☐ 20 minutes ☐ 30 minutes ☐ Other (Specify):_______________________________

Schedule ☐ Standard: The standard schedule runs from 9 a.m. until 5 p.m. with a 20-minute break during each of the morning and afternoon sessions and a one-hour break for lunch from noon until 1 p.m.
☐ Other (Specify): ___________________________________________________________________________

Our Fall 2021 interview programs will take place on: August 3-5; August 19; November 10; and January 13.

Please indicate your top three date preferences.
First Preference _______________ Second Preference_____________ Third Preference _______________

A limited number of greeting rooms are available for reservation. Please indicate if you would like to reserve a room to meet with students prior to or following their interviews. ☐ Greeting Room

Affirmation Regarding Employment Practices

Bylaw 6-3(b) of the Association of American Law Schools requires every employer participating in the On-Campus Interview Program and Job Notification Program to affirm its status as an equal opportunity employer, offering the College of Law’s students and graduates with equal opportunity to obtain employment without discrimination or segregation on the ground of race, color, religion, national origin, sex, gender (including identity and expression), sexual orientation, age, or disability. I agree, to the extent permitted by law, to abide by the principle of equal opportunity as set forth in Bylaw 6-3(b) of the American Association of Law Schools.

By: ____________________________ Title_________________________ Date___________________

Requested Materials
- Registration Form
- Registration fee check made payable to “University of Illinois”

Return this form and all requested materials to: Office of Career Planning and Professional Development, University of Illinois College of Law, Suite 101, 504 E. Pennsylvania Avenue, Champaign, Illinois 61820; Fax (217) 244-5734; Email law-career@illinois.edu.