

LIBERTY UNIVERSITY SCHOOL OF LAW

Center for Career & Professional Development

Phone: (434) 592-5301 · Fax: (434) 582-3863

lawcareer@liberty.edu

On-Campus Interview Request

Employer: _____

Contact Name: _____ Title: _____

Address: _____

City, State, & Zip: _____

Telephone: (_____) _____ Fax: (_____) _____

E-mail: _____ Web Site: _____

Offices for which you are recruiting/Geographic region: _____

Preferred Interview Dates:

First choice: _____ Second choice: _____ Third choice: _____

Dates should be coordinated with the following schools (if any): _____

Begin interviews at (time): _____ End by: _____

Length of interviews:

20 minutes 30 minutes Other (specify): _____

Names of interviewers (indicate by including class year if alumnus/a): _____

Interviewers will work: Alone _____ In teams _____

Number of interviewers per room: _____

Number of rooms required: _____

Classes you will interview: 2L (_____%) 3L (_____%) Spring Only: 1L (_____%)

Students should bring (circle all that apply):

Resumé Cover Letter Transcript References

Other: _____

If you would like CCPD to prescreen the documents, please indicate what should be provided in addition to a resumé:

Undergraduate Transcript Writing Sample Cover Letter Law School Transcript

Other: _____

Other information required by school: Signed Nondiscrimination Statement