

Employer Registration Form 2018 New Orleans Spring Interview Program & Public Interest Career Fair

To register for Tulane University Law School's Spring On-Campus Interview Program, please submit the following to David Webster, Career Development Office, Tulane Law School, 6329 Freret St., Suite 203, New Orleans, LA 70118:

1. Completed registration form.
2. Signed copy of the Non-Discrimination Form (page 2).

Please also submit a copy of your completed registration form to David Webster via e-mail (dwebster@tulane.edu) or fax (504.862.8797) to confirm your registration.

Employer Name: _____
Primary Contact: _____ **Title:** _____
Telephone: _____ **Fax:** _____
E-mail address: _____ **Website:** _____
Address: _____ **City, State, Zip:** _____

Please indicate preferred date(s): _____

Select up to three interview dates starting Thursday, February 22nd. There will be no interviews March 23rd – 30th.

Class Years Recruiting: (please check) 1L 2L 3L / LLM Recent Graduates

Preferred Academic Hiring Criteria: (please check) Top 25% Top 50% No Preference

Additional Hiring Criteria: _____

Information about the position(s): _____

(e.g., new associate or, if for the summer, paid/unpaid; full summer only; if split summer is available, the specific dates, practice areas and any other relevant information)

Locations for which you are recruiting: _____

Interview Day Length: (please check) **Full Day** **A.M. only** **P.M. only**
 (9 a.m. - 5 p.m.) (9 a.m. start) (1 p.m. start)

Students will initially submit a résumé. Please indicate what other documents students should bring to the interview: (please check) Transcript Writing sample List of three (3) references

We will e-mail the final résumé package to the e-mail address listed above. Please list any additional e-mail addresses that you would like to receive your résumé package: _____



Career Development Office

Tulane University

Tulane University is an Affirmative Action/Equal Employment Opportunity institution, and consequently its policy of non-discrimination includes recruitment, employment retention and promotion of the most qualified students, faculty, and staff, regardless of an individual's race, color, sex, religion, national origin, age, disability, genetic information, sexual orientation, gender identity, gender expression, pregnancy, marital status, military status, veteran status, or any other status or classification protected by federal, state or local law. Tulane University does not discriminate in its provision of services and benefits and in its treatment of students, patients and employees.

EMPLOYERS:

Sign and return the following statement to the Tulane Law School Career Development Office prior to your scheduled recruiting date.

STATEMENT OF COMPLIANCE

(name of organization)

is an Equal Opportunity Employer and complies with the Tulane University policy of non-discrimination. We hire without regard to race, color, sex, religion, national origin, age, disability, genetic information, sexual orientation, gender identity, gender expression, pregnancy, marital status, military status, veteran status, or any other status or classification protected by federal, state or local law.

Signature

Date

Title

IMPORTANT

Please note that failure to sign and return this form intact, without any qualification, may result in our referral of such failure to the appropriate University committee, to determine whether such failure is evidence of refusal to comply with Tulane's Affirmative Action policy, to determine whether Tulane facilities and services will continue to be available to your organization, and to determine what other action should be taken by the University.