

UNIVERSITY OF CALIFORNIA
HASTINGS COLLEGE OF THE LAW

SPRING OCI REGISTRATION FORM

| <u>Employer Information</u> | | | |
|--|---|---|--------------|
| Employer Name _____ | | | |
| Address _____ | City _____ | State _____ | Zip _____ |
| Telephone _____ | Facsimile _____ | Hiring Partner/Attorney _____ | |
| Primary Contact _____ | Title _____ | Direct Line _____ | E-Mail _____ |
| Head of Recruiting (if other than primary contact) _____ | Title _____ | Direct Line _____ | E-Mail _____ |
| Web Site _____ | Employer: <input type="checkbox"/> Law Firm <input type="checkbox"/> Government <input type="checkbox"/> Public Interest <input type="checkbox"/> Corporation | | |
| # Attorneys in Office: _____ | # Attorneys in Organization: _____ | Position: <input type="checkbox"/> Paid <input type="checkbox"/> Unpaid | |

| <u>On-Campus Interviews (February – April)</u> | | | |
|---|--|---|--------------------------|
| Date(s) You Wish to Interview: _____ | | Job Location(s): _____ | |
| Length of Interviews: <input type="checkbox"/> 20 minutes <input type="checkbox"/> 30 minutes <input type="checkbox"/> Other: _____ | | | |
| Time of Interviews: <input type="checkbox"/> 9am – 5pm <input type="checkbox"/> 9am – 12pm <input type="checkbox"/> 1pm – 5pm | | | |
| Class Years You Wish to Recruit: | | <input type="checkbox"/> 1st Years (Summer Intern/Associate) <input type="checkbox"/> LLMS [†] (Post-JD Positions) | |
| | | <input type="checkbox"/> 2nd Years (Summer Intern/Associate) († Foreign LLM Students) | |
| | | <input type="checkbox"/> 3rd Years (Post-JD Positions) | |
| Application Materials Required: | | <input type="checkbox"/> Cover Letter <input type="checkbox"/> Resume <input type="checkbox"/> Grade Sheet | |
| | | <input type="checkbox"/> Writing Sample <input type="checkbox"/> References | |
| | | <input type="checkbox"/> Other: _____ | |
| Hiring Criteria: | | Required | Preferred |
| Class Rank: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |
| Certain GPA: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Law Review (2Ls, 3Ls) | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Law Journal | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Legal Clinic (2Ls, 3Ls) | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Moot Court (required of all 1Ls) | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Technical Degree: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Technical Background: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Foreign Language: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> Other: _____ | | <input type="checkbox"/> | <input type="checkbox"/> |

Please return to Career Services via fax: (415) 565-4863, email: careers@uchastings.edu
or mail: U.C. Hastings, College of the Law, Office of Career Services, 200 McAllister Street, San Francisco, CA 94102
Questions? Call Hilary at 415-565-4619

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SPRING OCI REGISTRATION FORM (cont)

Job Description:

Notes:

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