



SUMMER QUARTER

Office of Career Services

What should you be doing?



SECOND YEARS

- Attend.....** Career Services Programs listed in "News of the Week," which is posted on the WeBoard every Tuesday and on <http://www.northeastern.edu/law/careers/students/programs.html>
- Prepare.....** for participating in the Fall Recruitment programs, which involves:
- Thinking about where (geographically) you want to do your fall co-op (in the event you will be interviewing during the fall).
 - Revising your resume, if necessary.
 - Reviewing lists of employers, which are available on Symplicity in July.
 - Submitting materials for programs with summer deadlines.
 - Checking in with Randi, Lisa or Dan (Co-op) if you need assistance.

THIRD YEARS

- Attend.....** Career Services Programs listed in "News of the Week," which is posted on the WeBoard every Tuesday and on <http://www.northeastern.edu/law/careers/students/programs.html>
- Prepare.....** **Fellowship deadlines** begin in the fall. If you want to create your own fellowship, this is the time to secure an organizational sponsor. Meet with Valerie to discuss fellowship applications.
- Clerkship deadlines** begin immediately following Labor Day. Inform the Career Services office if you plan to apply for a clerkship. Revise your resume, if necessary, assemble one or two writing samples, request letters of recommendation. Meet with Randi, Lisa or Val if you need assistance.
- Fall Recruitment** - The first deadlines are in early August. Review employer lists which are available on Symplicity in July. Revise resume, if necessary. Submit resumes for programs with summer deadlines. Meet with Randi or Lisa, if you need assistance.
- Strategize.....** when choosing a fall co-op, think strategically about location with respect to interviewing for post-grad positions (firms, fellowships, clerkships, etc.).
- Research.....** **Federal Government Honors Programs.** Deadlines begin in the early fall. **District Attorney and Public Defender Offices.** Many begin accepting applications in the fall.
- Sign-up/Take..** Multistate Professional Responsibility Exam (MPRE). You must receive an MPRE score of 85 or higher in order to be eligible to register for the MA bar. **Make sure you take this exam in August or November so that if you need to re-take it, you will have an opportunity to do so in March.**
- Review.....** the job listings on Symplicity.

Please read Career Services "News of the Week," which is posted on the WEBoard every Tuesday at <https://weboard.slaw.neu.edu>