



## 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 MyLaw every Tuesday and on <http://www.northeastern.edu/law/careers/students/programs.html>
- Prepare for.....** **Fall Recruitment for summer associate positions:**
- Think about where (geographically) you want to do your fall co-op (in the event you will be interviewing during the fall).
  - Revise your resume, if necessary.
  - Review lists of employers, which are available on Symplicity in July.
  - Submit materials for programs with summer deadlines.
  - Check in with Randi, Amanda or Katie if you need assistance.

#### THIRD YEARS \_\_\_\_\_

- Attend.....** Career Services Programs listed in "News of the Week," which is posted on MyLaw every Tuesday and on <http://www.northeastern.edu/law/careers/students/programs.html>
- Prepare for ...** **Public Interest 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** are generally in the early fall but some judges/courts *begin accepting* applications in the summer. Revise your resume, if necessary, assemble one or two writing samples, request letters of recommendation. Meet with Randi, Amanda or Valerie if you need assistance.
- Fall Recruitment for Private, Government and Public Interest positions**
- 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, Amanda or Valerie if you need assistance.
- Federal Government Honors Programs** - Deadlines begin in the early fall.
- District Attorney and Public Defender Offices** - Many begin accepting applications in the fall.
- Strategize.....** when choosing a fall co-op, think strategically about location with respect to interviewing for post-grad positions (firms, fellowships, clerkships, etc.).
- 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 MyLaw every Tuesday at <https://mylaw.slaw.neu.edu/>