

# Requesting Reciprocity



SUFFOLK  
UNIVERSITY  
BOSTON

LAW  
SCHOOL

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## **Procedures for Requesting Reciprocity for Suffolk Law students**

Students and graduates may apply to use the Career Services Office at another ABA-accredited law school (subject to the other school's reciprocity policy). You can learn about the reciprocity policies of other law schools on [NALP's website](#), on the respective law school's career services website, or by simply calling that school's career services office and asking them to explain their policy.

After you have researched the reciprocity policy of the school(s) in which you are interested, please send a list of schools in preference order to Niamh Concepcion, Associate Director of Recruitment and Operations, at [lawcareers@suffolk.edu](mailto:lawcareers@suffolk.edu).

We will submit your request starting with your first-choice school and notify you once your request has been approved. Please note you may only have reciprocity from one school at a time.

## **Suffolk Law's Reciprocity Policy for Non-SULS students**

1. Services are available to students and graduates in good standing of ABA-accredited law schools that allow Suffolk University Law School students and/or graduates to use their services.
2. Requests for reciprocity must be made in writing or by email by a career services representative in advance of the student's/graduate's visit (including online access).
3. Reciprocity is granted for a three-month period or until June 1<sup>st</sup>, whichever comes first. Extensions beyond the three-month time frame must also be made in writing.
4. Requests for reciprocity will not be honored during the summer and fall recruiting season, which runs from June 1<sup>st</sup> through October 31<sup>st</sup>.
5. Services available through reciprocity include viewing job postings through individual Symplicity login, and access to the resources and handouts in the Document Library. Guests with reciprocity **may not** apply for jobs through Suffolk Law's Symplicity platform, and must apply on their own.
6. Reciprocity does **not** include counseling appointments, participation in on-campus interviews, resume collections, or collection-only job postings.
7. Reciprocity is not available to students/graduates of other Boston-area law schools or students/graduates granted reciprocity with another Boston-area law school.
8. The Office of Professional and Career Development reserves the right to modify this policy at any time. We also reserve the right to revoke reciprocity from an individual at the Associate Dean's discretion.

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