



## SUFFOLK UNIVERSITY LAW SCHOOL OFFICE OF PROFESSIONAL AND CAREER DEVELOPMENT POLICY OF RECIPROCITY

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.
9. Requests for reciprocity should be sent to:

Niamh Ashley Concepcion  
Associate Director of Recruitment and Operations  
Office of Professional and Career Development  
Suffolk University Law School  
120 Tremont Street  
Boston, MA 02108  
Phone: 617-573-8148  
Fax: 617-573-8706  
Email: lawcareers@suffolk.edu

Please feel free to contact the office with any questions you may have regarding this policy.

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