



**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 which allow Suffolk University Law School students and/or graduates to use their facilities.
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.
3. Reciprocity is granted for a three month period or until July 15th, 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 fall recruiting season which runs from July 15th through October 15th.
5. Services available through reciprocity include online access to job postings through individual Symplicity login, and access to the resources and handouts in the Career Library.
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 Executive Director's discretion.
9. Requests for reciprocity should be sent to:

Niamh Ashly Concepcion
Assistant 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.