

2026 Virtual Summer Associate Interview Program



Employer: _____

Address: _____

Hiring Attorney: _____

Recruiting Administrator: _____ Title: _____

Email: _____ Telephone: _____

Website: _____

Office(s) for which you are recruiting: _____

Request for Virtual Interviews

*****Please also complete the Program Description information on this form.*****

Dates of Summer Associate Virtual Interviews: February 5 & 6, 2026
Virtual Interviews can also be scheduled any time on or after February 9, 2026.

Virtual Interview dates requested:

First choice: _____ Second choice: _____ Other: _____

Begin interviews at (time): _____ End by (time): _____

Length of interviews: 20 minutes _____ 30 minutes _____ Other (specify): _____

Names of interviewer(s) (indicate by including class year if alumnus/a):

Materials required with resume:

Cover Letter _____ Transcript _____ Writing Sample(s) _____ References _____

Request for Resumes Only

*****Please also complete the Program Description information on this form.*****

Resumes should be sent as a group by the PCD Office: Yes _____ No _____

Resumes should be sent individually by students: Yes _____ No _____

Resumes should be sent by the following date: _____

Classes from which you will accept resumes: 2027 grads _____ 2026 grads _____

Materials required with resume:

Cover Letter _____ Transcript _____ Writing Sample(s) _____ References _____

Direct Application Information

*****Not participating in school hosted interview programs. Accepting applications and interviewing prior to February 5.*****

Date online hiring portal will open: _____

Other relevant early hiring information for students: _____

Program Description

Please provide a description of your summer program, including any hiring criteria, practice area preferences, and/or other hiring needs. You may also add an attachment with these details.

- ☐ Suffolk University Law School is committed to a policy of providing its students and graduates with equal opportunity to obtain employment, without discrimination. Suffolk University does not discriminate on the basis of race, color, national origin, religion, sex, age, disability, sexual orientation, gender identity, gender expression, genetic information, Vietnam-era or disabled-veteran status in its employment, admission policies, or in the administration or operation of, or access to its academic and non-academic programs and policies. It does not discriminate on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973.

(Check box to affirm willingness to observe these principles of equal opportunity.)

Please return this form, along with any informational materials you wish to provide to:

Michelle Dobbins, Senior Director for Recruitment and Operations
Office of Professional and Career Development
Suffolk University Law School
Email: mdobbins@suffolk.edu