

# Reciprocity Policy

The Office of Career Services has adopted the following reciprocity policy:

1. The Office of Career Services provides reasonable access of resources to students and alumni of law schools outside the Chicago area.
2. Services are available only to those ABA-accredited law schools that allow students and/or alumni from the six Chicago schools use of their facilities.
3. Requests for reciprocity can be made to **only one** area school per student/graduate.
4. Reciprocity is not available among Chicago area schools.
5. Services are available to a particular student or alumnus for a **three month period** of time as determined by the date of original request.
6. Services will not be available between August 15 and November 1.
7. All requests for services can be made **in writing or via e-mail** by the student's/graduate's career services office in advance of the intended visit (**no walk-in requests will be honored**).
8. The Office of Career Services may deny services to any school surpassing four (4) requests within a given calendar year or to individuals who misuse the facilities or services.
9. Without exception, students and graduates of other schools will **not** be permitted to schedule on-campus interview appointments with prospective employers.
10. The following services will be provided to the extent that the reciprocating school provides in-kind services:
  - Job Postings: Website: <http://law-luc-csm.symplicity.com/students>  
The extent of the individual's access to our online job postings will be based upon their school reciprocity policy. If their school offers access to online job postings, the individual will be granted access to our online job postings. If their school offers access to job postings **in office only**, the individual will only be able to access job postings at the computer terminals within the Office of Career Services.
  - Office of Career Services publications and directories.