



## Reciprocity Policy

The Wayne State University Law School Career Services Office (CSO) will provide reasonable use of its resources to law students and graduates of NALP member law schools on the following terms:

1. The resources of the CSO, subject to the limitations stated below, are available only to students and graduates of those ABA accredited, NALP member law schools outside the metropolitan Detroit, Michigan area that offer reciprocal services to students and graduates of Wayne State University Law School.
2. A career services representative from the applicant's law school must submit a written request for reciprocity via email to [lawreciprocity@wayne.edu](mailto:lawreciprocity@wayne.edu) or via letter to Wayne State University Law School Career Services Office, 471 W. Palmer, Suite 1265, Detroit, MI 48202 in advance of a visit by the student or graduate. The request must contain the applicant's full name, mailing address, email address, and year of study or year of graduation.
3. The CSO will submit written notification to the applicant and his/her law school if and when reciprocity is granted. Reciprocity visitors must present the written notification upon the initial visit to the CSO.
4. Decisions regarding reciprocity are made on a case-by case basis. The CSO reserves the right to refuse or limit reciprocal access to CSO resources during fall and spring on campus recruiting seasons, generally between August 1 and November 1, and between February 1 and April 1. Further, the Career Services Director reserves the right to deny or revoke reciprocity privileges to any individual who misuses the privileges or fails to comply with the policies of the CSO.
5. Individuals granted reciprocity may access CSO resources as provided herein for a period of three (3) months commencing on the date that reciprocity is granted. The CSO may grant one renewal request per academic year.
6. CSO resources available on a reciprocal basis include in-office access to the CSO career reference library, access to CSO informational handouts and reprint materials, and access to in-office employment postings. The CSO may also grant access to online employment listings and/or other password protected online resources on a temporary basis.
7. Reciprocal privileges do not include individual counseling, participation in on-campus interviews, applications to blind postings, direct mail programs or career fairs. Likewise, privileges do not include borrowing printed materials maintained in our lending library. Printed materials housed in our lending library may be viewed on site.
8. When responding to positions posted or disseminated by the CSO, reciprocity visitors must state in cover letters to employers that the employment listings were obtained pursuant to a reciprocal agreement between his/her law school and Wayne State University Law School.
9. The CSO reserves the right to modify this Reciprocity Policy at any time without prior notice.