EMPLOYER SERVICES REQUEST FORM

All employers who utilize any services provided by the College of Law Office of Career & Professional Development agree to abide by the EEO/Non-Discrimination policies of the University of Wyoming and the College of Law.

Employer Name: ___________________________________________________

Address: ____________________________________________________________

Primary Contact: ____________________________________________________

Email Address: ______________________________________________________

Website: ____________________________________________________________

Services Requested:

□ Job Posting  □ Resume Collect  □ Externship Posting*

NOTE: Please email us for the On-Campus Interview Request form.

Please attach or include in the body of the email the Job Description (please include expected duties, practice areas, hours, and any required/preferred qualifications):

Materials Requested

□ Resume  □ Cover Letter □ Writing Sample □ Unofficial Transcript

□ Other: __________________________

Target Audience:

□ 1Ls □ 2Ls □ 3Ls □ Recent Alumni (0-3 Years) □ Alumni (3+ Years)

Application Deadline: _______________________________

Please return form by email to lawcare@uwyo.edu or fax to (307) 766-6417. If you have a form that must also be completed and included in the application, please email that to the address above or include a link to which to direct the applicants.

If you have any questions or need any assistance, please contact Ashli Tomisich, Director of Career Services and Professional Development at (307) 766-4074 or ashli.tomisich@uwyo.edu

* Only judicial chambers, non-profit organizations and government agencies may participate in the Externship Program. More details here.