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 15\textsuperscript{th}, 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 15\textsuperscript{th} through October 15\textsuperscript{th}.

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:

   Andrea McIsaac  
   Office Coordinator  
   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: lawcdo@suffolk.edu

Please feel free to contact the office with any questions you may have regarding this policy.