



RECIPROCIITY POLICY

The Office of Career Services at the Cumberland School of Law, Samford University, will provide access to its resources and services to students and graduates of ABA accredited law schools as set forth below:

1. Reciprocity services are available to third-year students and graduates from other accredited law schools that permit our students and graduates the same courtesies. **The services are only available for a four-month period.**
2. Requests for services must be received by Career Services by mail or e-mail. Under special circumstances, a telephone call, to be followed by a written request, may be accepted. A copy of the reciprocity services of the requesting school should be included; also a telephone number and address should be provided for the student or graduate who is seeking reciprocity privileges.
3. Services provided include access to job postings, reference and handout materials, and a one-time 30 minute counseling session with the Director or Associate Director, scheduled in advance. Cumberland's job postings are available online through Symplicity, a web-based recruiting system and job bank. The Symplicity link along with the appropriate username and password will be sent to the student or graduate when reciprocity is granted.
4. Services unavailable include participation in the on-campus interview program, off-campus job fairs, and resume referral service. Additionally, job announcements will not be available by telephone or mail.
5. Services are not available to students and graduates of other law schools from **August 1 through October 31** and **February 1 through March 30.**
6. If the policy of the requesting law school is more restrictive than these guidelines, Cumberland's policy may be adjusted to be consistent.
7. Services may be denied to students/graduates from a school from which an unreasonable number of requests are received within a given year, or to any individual misusing the services or facilities.

Office Hours: Monday - Friday 8:00 AM - 4:30 PM