



Please type or print and return to the Career Services Office by mail, fax, or email:

303 East Broad Street, Columbus, Ohio 43215-3200 • Fax 614.236.7234 • career-services@law.capital.edu

Questions? Please call 614.236.6888

Today's Date: _____

Name of Contact Person: _____

Organization or Agency: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____ Website: _____

Description of Organization or Agency: _____

Description of Pro Bono Work or Project: _____

Number of Hours: _____ Weekly Monthly

Will accept applications from:

Day: 1L students 2L students 3L students

Evening: 1L students 2L students 3L students 4L students

Would you prefer applicants to: Contact you directly Submit materials to Career Services Office for forwarding to you

Required Materials: Cover Letter Resume Transcript Writing Sample (_____ Pages)

Please sign and date below:

Signature

Title

Date