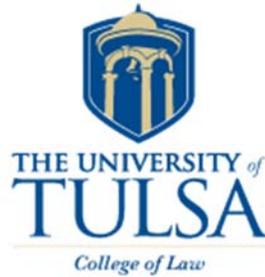


The University of Tulsa College of Law Professional Development Office Reciprocity Policy

Updated July 2014

The University of Tulsa College of Law Professional Development Office provides reasonable use of its resources for students and graduates of other law schools on the following terms:

1. Reciprocity privileges will be granted only to graduates, third year and LLM students of those ABA accredited/NALP member law schools that permit our students and graduates the same opportunity. The Office reserves the right to match the terms and restrictions of the school requesting reciprocity on behalf of its students and graduates.
2. Requests for reciprocity must be made in writing by a Career Services official preferably via email (lawprofessional-development@utulsa.edu) and should include the name, address, email address and graduation year of the student or graduate and a copy of the requesting school's reciprocity policy. Walk-in and phone requests will NOT be honored.
3. Reciprocity privileges are made on a case-by-case basis. In the event that the University of Tulsa College of Law receives more reciprocity requests from a school than that school receives from TU Law students and graduates, the Office reserves the right to deny the reciprocity request.
4. There will be a one-time charge of \$25 for each student seeking reciprocity. Students or graduates should include an email address with their check payable to The University of Tulsa.
5. The requesting law school's career services office will be notified when reciprocity has been granted, and a copy of the notification will be sent to the graduate or student.
6. Reciprocity privileges are available for a period not to exceed three months from the date of the original request. Renewal requests will be handled as new requests for reciprocity.
7. Reciprocity will not be available during the fall recruiting season, August 1st to November 15th and spring recruitment season, January 15th to April 1st. All active reciprocity accounts will terminate at the beginning of the black-out period regardless of activation date. Renewal requests may be submitted at the end of the black-out period.
8. The privileges available (except during black-out periods) to reciprocity students or graduates include: (a) reasonable, "browse only" access to online job listings through a guest account on our Symplicity site, Compass (<https://law-tulsa-csm.symplicity.com>), (b) access to online resources and reference materials through Compass. Note: Guest accounts are "browse only" which means that account holders cannot upload any documents nor apply for any jobs via the system.



9. Other services *not available* to reciprocity students or graduates include: (a) career counseling, (b) cover letter and resume review, (c) on campus interviews, (d) resume referral, (e) alumni referral services, and (f) career workshops.
10. When responding to listings found via Compass, an applicant granted reciprocity is required to state in each employer cover letter that they found the job listing through a paid subscription to The University of Tulsa College of Law's job database.
11. Reciprocity is offered at the discretion of the Director of Professional Development and may be adjusted at any time. The Director reserves the right to terminate the exchange at any time by notice to the requesting law school. Misrepresentation, misuse or abuse of the Office or reciprocity privileges will result in immediate termination of present privileges and denial of future requests.
12. We reserve the right to adjust reciprocity requirements if the requesting school has a more restrictive policy.
13. Questions regarding reciprocity should be directed to the following:
Office of Professional Development
The University of Tulsa College of Law
3120 East Fourth Place
Tulsa, OK, 74104
(918) 631-2430 Direct
14. The University of Tulsa College of Law reserves the right to alter the terms of this policy without further notice

Equal Opportunity in Student & Graduate Employment

The University of Tulsa College of Law is an ABA-accredited law school and member of the Association of American Law Schools. We value and appreciate the diversity of our student body and adhere to the non-discrimination standards for the ABA, the AALS bylaws, and the University of Tulsa. Accordingly, as a condition of the assistance of our professional development office and/or use of our office's services and facilities, we expect that all employers will observe and comply with the principles of non-discrimination and equal opportunity on the basis of race, color, religion, national or ethnic origin, age, gender, disability, veteran status, sexual orientation, gender identity or expression, genetic information, ancestry, or marital status in regard to hiring, promotion, retention, and conditions of employment. Inquires about compliance should be directed to the Associate Dean of Professional Development at the College of Law, University of Tulsa, 3120 East Fourth Place, Tulsa, OK 74104..