



CONCORDIA UNIVERSITY  
SCHOOL OF LAW

**CAREER SERVICES OFFICE  
RECIPROCITY POLICY**

Updated September 2016

Concordia University School of Law is pleased to provide access to our Career Services Office (CSO) to students and graduates of other ABA-accredited or provisionally accredited law schools. CSO reserves the right to adjust the stated policy if the requesting school has a more restrictive policy.

Guidelines for reciprocity are as follows:

- Reciprocity will be granted only to other ABA-accredited or provisionally accredited law schools, which provide reciprocal privileges to students and alumni of Concordia University School of Law.
- Requests for reciprocity must be made in writing or email by a career services administrator, certifying the status of the student or alumni who is seeking reciprocity.
- Students/alumni will have access to job postings via Hire Concordia Law (Simplicity) for a period of six months. Any renewal will be treated as a new request.
- Students/alumni may make one appointment of up to one hour in duration with CSO staff (via phone or in person) to discuss the current job market in Boise, Idaho. Students/alumni should bring a copy of the letter or email granting reciprocity privileges to any in person visit.
- Reciprocity is granted at the discretion of CSO, and CSO may deny further reciprocal privileges to any individual who misuses its facilities or services.
- Requests for reciprocity should be directed to [culawcareerservices@cu-portland.edu](mailto:culawcareerservices@cu-portland.edu) or to: Career Services Office, Concordia University School of Law, 501 West Front Street, Boise, Idaho 83702. We look forward to working with you.