

## Reciprocity Policy

The Office of Career Services at Stanford Law School provides resource access to **graduates** of NALP member law schools on the following basis:

- The policy allows for one-on-one alumnus exchange with other participating law schools.
- All requests for access or services must be made in writing by the career services office from the graduate's law school prior to the graduate's visit.
- Reciprocity services are appointment based (please, no walk-ins). If you have been granted reciprocity services from our office, please call 650.723.3924 to make an appointment during our regular office hours: Monday-Friday, from 9:00 a.m. – 5:00 p.m.
- Only graduates from law schools which allow Stanford Law graduates to use their facilities may review the resources in our office.
- Reciprocity gives access only to those materials located in our office and services available through individual Symplicity login for job postings. This does not include the Robert Crown Law Library resources nor access to the password-protected sections of the Career Services website.
- Reciprocity is provided for 3 months from the date of the letter granting reciprocity or until July 15<sup>th</sup>, whichever comes first. Any extension beyond the 3 months will require a new request.
- Reciprocity is not available from **July 15<sup>th</sup> to December 15<sup>th</sup>** or during our Spring OCI program.
- Reciprocity does not include counseling services.
- The Associate Dean for Career Services reserves the right to deny or revoke reciprocity privileges to anyone whose conduct is deemed inappropriate.

Requests for reciprocity can be made by mail, fax or email to:

Stanford Law School Office of Career Services  
559 Nathan Abbott Way  
Stanford, CA 94305-8610  
Fax: 650-723-0212  
Email: [OCS@law.stanford.edu](mailto:OCS@law.stanford.edu)