



Boston College Law School

Office of Career Services

Reciprocity Policy

Boston College Law School supports the concept of reciprocity among law schools and has adopted the following policy to provide reasonable access of resources to students and graduates of law schools outside the Boston, MA metropolitan area.

1. We make our Reference Library facilities and Job Postings available to all students who have completed their first year of law school and graduates of other accredited law schools that offer the same opportunity to our students and graduates. Reciprocity will be granted only to the person for whom it was requested and cannot be transferred to any other person. **Reciprocity will not be granted during the fall recruitment period, August 1st-November 15th.**
2. We will not limit the number of referrals from a single school unless the other school grants reciprocity only on a one-for-one basis, in which case we will limit to same. Boston College Law School Office of Career Services reserves the right to deny further services to any school seen to surpass a reasonable number of requests within a given calendar year or revoke privileges extended to individuals who abuse the facilities, services, or staff.
3. Requests for reciprocity must be made in writing by the Director of Career Services or authorized person from the requesting law school to the Career Services Office at least two weeks in advance of the intended visit. Requests should include the name and address of the individual for whom reciprocity is requested. **NO WALK-IN OR PHONE REQUESTS WILL BE HONORED.**
4. The student/graduate must wait until he or she has received a copy of our letter granting reciprocity before visiting our office, and **MUST BRING THE LETTER AND A PHOTO ID ON EVERY VISIT.** An individual granted reciprocity should call our office at 617-552-4345 in advance of his/her first visit to confirm office hours and availability of resources. Services are available during our regular business hours, Monday through Friday, 9:00 a.m. to 5:00 p.m.
5. Visiting students/graduates may use the resources available in the resource library for a period not to exceed three months from the date of the first visit or until August 1st, whichever comes first. Services not available are on-campus interviews with prospective employers, individual career counseling, resume or cover letter review, use of the fax machine or the telephone room. Visitors may not borrow or remove reference materials from the office.
6. We reserve the right to modify our Reciprocity Policy at any time without advance notice.