

**DUQUESNE UNIVERSITY SCHOOL OF LAW  
POLICY OF RECIPROCITY**

1. The Duquesne University School of Law ("Duquesne" or "Duquesne Law School") will provide services only to students and alumni of other ABA-accredited law schools that permit in-kind access for Duquesne law students.
2. Duquesne Law School will individually consider each request for reciprocity and will ordinarily grant reciprocity on a one-to-one basis.
3. Reciprocity will be granted to each visiting student/alumnus for a period of three months beginning from the date of the original request. Reciprocity privileges are not available from July 1 through October 3 or from December 20 through January 10.
4. Requests for reciprocity must be made in writing by the Career Services Office of the school of the visiting student/alumnus at least one week prior to the first visit by the student/alumnus. Requests should be emailed to [lawcareers@dug.edu](mailto:lawcareers@dug.edu). The request must include the name and address of the visiting student/alumnus, who must await Duquesne's written response to the reciprocity request before contacting Duquesne for services.
5. After receipt of a letter from Duquesne Law School granting reciprocity, visiting students and alumni must call the Career Services Office prior to the first visit to determine convenient office hours. Visiting students/alumni must identify themselves at each office visit.\*
6. Visiting students/alumni are permitted to use the resource materials of the Career Services Office, but no materials may be removed from the office.\*
7. The following services are not permitted under this reciprocity policy: counseling, **responses to blind postings**, resume referral, and participation in Duquesne Law School's on- or off-campus interview programs.
8. Visiting students/alumni who respond to job listings obtained through Duquesne Law School must indicate in each cover letter that the job listing was provided by Duquesne University School of Law under a policy of reciprocity.
9. Duquesne Law School reserves the right to adjust this policy of reciprocity where another law school has a more restrictive policy, or for those law schools where requests for reciprocity are significantly disproportionate to those from Duquesne Law School. Subsequent requests for the same visiting student/alumnus will be evaluated on a case-by-case basis and approval may be limited to a shorter duration than the initial approval.

\*Access to campus may be limited or prohibited due to Duquesne University policies in effect during the duration of someone's reciprocity.