

Kirkland & Ellis New York City Public Service Fellowships at New York University School of Law and Columbia Law School

2015-2016 APPLICATION PROCEDURE

The Kirkland & Ellis New York City Public Service Fellowships are awarded yearly to one New York University School of Law graduate and one Columbia Law School graduate to pursue public service work for one year in the City of New York. Fellows are selected for their personal integrity and their potential to make a positive contribution to the New York City community.

Attached are the materials necessary to complete a Fellowship application. All application materials must be received by 5:00 p.m. on Tuesday, January 19, 2016. Finalists will be notified in late January and interviews will be conducted on February 5, 2016. Fellows will be announced that same day.

A completed application consists of one original copy of each of the following items:

- Fellowship Application
- Official Law School Transcript
- Résumé
- Two Letters of Recommendation from any of:
 - Law School Advisor,
 - Law School Professor, or
 - Former Employer
- Materials from Potential Sponsoring Institution:
 - Commitment Letter
 - 501(c)(3) Tax-Exempt Status Qualifying Letter
 - Sponsorship Letter

All application materials must be submitted by the applicant to the public interest program at his or her law school:

New York University School of Law
Public Interest Law Center
245 Sullivan Street, Rm. 430
New York, New York 10012
(212) 998-6686

Columbia Law School
Social Justice Initiatives
410 West 116th Street, Box B-26
New York, New York 10027
(212) 854-8360

APPLICATION FORM

Applicant Information

Applicant Name

Address

Telephone No.

Law School

Date of Graduation

Advanced Degree

School

Year

Course of Study

Undergraduate Degree

School

Year

Major/Concentration

Honors

Sponsoring Organization

Name

Address

Telephone No.

Type of Work

Name/Title of Person to Contact

Previous Employment

(Include public service and other employment, both paid and volunteer. Please list all positions held in the last five years.)

1.

Employer

Address

Position

Dates

Contact Person

Telephone No.

APPLICATION FORM

Previous Employment Continued

2. _____
Employer

Address

Position _____ Dates

Contact Person _____ Telephone No.

3. _____
Employer

Address

Position _____ Dates

Contact Person _____ Telephone No.

4. _____
Employer

Address

Position _____ Dates

Contact Person _____ Telephone No.

***Please copy this page if additional pages are necessary**

Names of the Two References Who Will Be Providing Letters of Recommendation

1. _____
Name

Affiliation/Address

Position _____ Telephone No.

2. _____
Name

Affiliation/Address

Position _____ Telephone No.

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PERSONAL ESSAYS

1. State briefly the proposed goals of the public service project you wish to pursue as a Kirkland & Ellis Fellow. Please include in this statement a discussion of the short-term and long-term goals for your project, including the reasons for selecting your sponsoring organization. Explain how you have the background, skills, experience, and personal characteristics necessary to carry out the project effectively. (600 words)
2. Discuss what persons, experiences, or events have influenced and inspired your commitment to public service. (300 words)

I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I understand that falsified statements on this application shall be considered sufficient cause for denial of receipt of a Fellowship.

Applicant's Signature

Date

Non-Discrimination Policy

The Kirkland & Ellis New York City Public Service Fellowships Program is committed to a policy against discrimination based on race, color, creed, religion, sex, pregnancy or childbirth, personal appearance, family responsibilities, sexual orientation, gender identity, political affiliation, source of income, place of residence, national or ethnic origin, ancestry, age, genetic information, marital status, military veteran status, unfavorable discharge from military service, physical or mental disability, or any other basis prohibited by applicable law.