SMU Dedman School of Law

TEST DRIVE
CLASS OF 2018 LAW PRACTICE INITIATIVE

INVESTING IN OUR GRADUATES . . .
YOUR FIRM
. . . AND TOGETHER IN THE FUTURE OF OUR LEGAL COMMUNITY

TEST DRIVE --
A pioneering concept enabling Class of 2018 graduates from SMU Dedman School of Law to target legal employers with whom there is potential employment and to work for that employer full-time, on a provisional basis, toward the goal of securing long-term employment. TEST DRIVE is an opportunity for Class of 2018 graduates to demonstrate their knowledge, skills, work ethic, and professionalism to legal employers with whom they desire to work.

EMPLOYERS:
The Law School will fund a graduate's salary of $3,500 for a one month TEST DRIVE -- a “no strings attached” opportunity to allow a legal employer the ability to evaluate a Class of 2018 graduate on a trial basis.

By applying to participate in TEST DRIVE the employer represents an identified need to hire a new associate for full-time, long term employment.
• If at the conclusion of the one month TEST DRIVE the graduate has demonstrated the knowledge and skills needed to perform the functions of the job, the employer and graduate would like to continue the relationship toward long-term, full-time employment, and this candidate will receive an offer of employment, the employer can petition the Law School to consider funding one, additional month of employment for $3,500.
• If, however, the employer or graduate determines after one month not to pursue long-term employment, the employer, the graduate and the Law School have no further obligation.

EMPLOYER REGISTRATION FOR TEST DRIVE:
TEST DRIVE is available to Class of 2018 graduates who are registered and approved to participate in the TEST DRIVE program. Contact Karen Sargent at kcsargent@smu.edu if you need to verify a graduate’s registration.

MONTH ONE --To register for a one month TEST DRIVE the employer submits the Test Drive Employer Registration. The Employer Registration is attached and may be completed and submitted online at http://www.law.smu.edu/career-services/employers/recruiting-opportunities/test-drive/test-drive-form, scanned and returned to Karen Sargent or faxed to the Office of Career Services at 214-768-4390.

To initiate funding for TEST DRIVE employment, the Law School must receive the Employer Registration prior to the date of employment commences. Upon receipt of the Employer Registration and approval of the TEST DRIVE the Law School will disburse to the employer $3,500 within approximately four weeks of receiving a Form W-9 from the employer. The graduate is an employee of the employer. The employer is responsible for paying the graduate-employee $3,500 less applicable federal and state withholding taxes and other deductions.

MONTH TWO -- To continue TEST DRIVE for a second month leading to full-time employment, the employer must complete and submit for approval the Test Drive Petition-Month Two before commencing the second month of TEST DRIVE employment. Before the conclusion of the first month of TEST DRIVE, the graduate and the employer should have a discussion about continuing TEST DRIVE for a second month toward long term, full-time employment. If both the graduate and the employer desire to continue TEST DRIVE, the graduate should have a good understanding that he or she will receive an offer of full-time employment and the general terms of that employment, including a discussion of the compensation package. Upon receipt of the Test Drive Month Two Petition and approval of the second month of TEST DRIVE employment, the Law School will disburse funds approximately four weeks from the date of the approval. The Test Drive Petition-Month Two may be completed online at http://www.law.smu.edu/career-services/employers/recruiting-opportunities/test-drive/test-drive-employer-petition-for-month-two-fund or faxed to the Office of Career Services at 214-768-4390.

We are grateful for the continued support the legal community has shown for our law school and thank you for considering TEST DRIVE.

Karen C. Sargent, Assistant Dean
Executive Director, Office of Career Services

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P.O. Box 750112 • Dallas, Texas 75275-0112
SMU Dedman School of Law

Test Drive

Class of 2018 Law Practice Initiative

Employer Registration

Employer Name: ____________________________________________________________

Contact Name/Title: _________________________________________________________

Employer Address: __________________________________________________________

Phone: ___________ Fax: ___________ Email: _________________________________

Graduate Name: ____________________________________________________________

Date of Graduation: December 2017 or May 2018 or August 2018 (Circle one)

Bar Examination: February 2018 or July 2018 (Circle one)

Test Drive - Month One:

The Law School will fund a graduate’s salary of $3,500 for a one month Test Drive -- a “no strings attached” opportunity to allow a legal employer the ability to evaluate a Class of 2018 graduate on a trial basis.

By applying to participate in Test Drive the employer represents an identified need to hire a new associate for full-time, long term employment.

Funding Instructions:

To initiate funding for Test Drive employment, the Law School must receive the Employer Registration prior to the date employment commences. Upon receipt of the Employer Registration and a Form W-9 for the employer and approval of the Test Drive, the Law School will disburse to the employer $3,500 within approximately 28 days of the date employment commences to the address listed above.

The graduate is an employee of the employer. The employer is responsible for paying the graduate-employee $3,500 less applicable federal and state withholding taxes and other deductions.

Yes, we would like to participate in a one month Test Drive with the graduate identified above.

Date Test Drive employment commences: _______________________________________

By: _______________________________ Date: _______________________________

Signature

Printed Name