<u>LAW CLERK HIRING INFORMATION</u> PHILIP M. HALPERN, UNITED STATES DISTRICT JUDGE

Chambers Contact Information:

United States District Court Southern District of New York Hon. Charles L. Brieant Jr. Federal Building and Courthouse 300 Quarropas Street, Room 530 White Plains, New York 10601 (914) 390-4160

<u>Positions:</u> Judge Halpern has completed hiring for clerkships commencing in 2021-2024. Should any clerkship commencing in that period become open, candidates may view such opportunities through OSCAR.

<u>Law Students:</u> Law students are encouraged to apply, but not until after they have completed the first semester of their third year. Although Judge Halpern may make offers to law students, he requires all new clerks to have at least one year of post-law school work experience, whether through a clerkship or practice or both.

<u>Graduates:</u> Applicants who have graduated from law school may submit applications at any time.

Application Process: All applications should be e-mailed to Chambers or submitted through OSCAR. Applicants should submit a cover letter, resume, law school and undergraduate transcripts, at least one writing sample, and three letters of reference. Letters of reference may be submitted separately from the rest of the application package, although the cover letter should so indicate. No interview can be scheduled until Chambers receives the letters of reference.