

OSCAR APPLICATION INTEL



Applying for clerkships is a multi-pronged approach. Successful applicants utilize paper applications (insert link to paper app instructions here) and the "On-line System for Clerkship Application and Review," called OSCAR. Judges have put in place a [pilot program for federal law clerk hiring using both methods to apply](#). In order to be considered for many clerkships, you will need to send paper applications to judges **prior** to the date you gain access to do so in OSCAR.

Throughout the process you will continue to supplement your paper applications as well as your OSCAR account. If a Judge utilizes the OSCAR system, there are typically three ways for them to facilitate the clerkship-application process:



1. OSCAR Required

Some judges require applicants to apply through OSCAR itself. Once an opening is posted in OSCAR that they have generated, you can upload your application materials and our clerkship administrator will upload your letters of recommendation. All of these materials will then be electronically sent to the judge. This process is fairly straightforward and OSCAR has additional [resources](#) on their site to help you navigate it. You can request that OSCAR send you updates as to when positions open. When a judge has positions open in OSCAR and is accepting applications, it will look like this:

	Last Name	First Name	Type of Judge	Court	City, State	Apply Online	Application Methods	Position Posted Date
<input type="checkbox"/>	Crenshaw	Waverly	District Judge	United States District Court, Middle District of Tennessee	Nashville, TN	<input checked="" type="checkbox"/>		Dec 03, 2019
Clerkship Information								
Term Law Clerk-Chambers		1 Year	Term Start: 1/1/2020	Term End: 1/1/2021	Accepting Applications: 11/20/2019 - 12/31/2019			
			Magistrate	United States District Court				

2. OSCAR to Inform

Other judges use OSCAR simply to post information regarding their hiring practices; however, they don't accept applications through OSCAR. By reviewing a judge's information tab and past clerkship postings, you can learn a great deal about the judge's hiring practices and preferences. While these judges do not accept applications through OSCAR, they do have active accounts. When you search through the judges on OSCAR, you'll see these judges' records displayed like this:

<input type="checkbox"/>		Bartle	Harvey	District Judge	United States District Court, Eastern District of Pennsylvania	Philadelphia, PA		May 03, 2018
<input type="checkbox"/>		Batchelder	Alice	Circuit Judge	United States Court of Appeals, Sixth Circuit	Medina, OH		Aug 06, 2019
				United States District				

Here you can see that the judges' names are highlighted. Clicking on the names will allow you to access the judges' information. However, the envelope icon lets you know that you can only apply via paper application.

3. Paper Only

Some judges don't use OSCAR at all. You'll notice that there is no hyperlink associated with those judges' names in the system:

<input type="checkbox"/>		Aiken	Ann	District Judge	United States District Court, District of Oregon	Eugene		n/a
<input type="checkbox"/>		Albert	Theodor	Bankruptcy Judge	United States Bankruptcy Court, Ninth Circuit	Santa Ana		n/a

With the first type of judge, even though you already applied via paper application, you should also apply directly through OSCAR. Meet with the Career Center to create an individualized plan regarding which method of application to use and to utilize our master clerkship spreadsheet (insert hyperlink).

To maximize the OSCAR system, we suggest the following approach:

1. Where information is current, read carefully and follow the directions.
2. You are only allowed 100 applications via OSCAR. Make sure you withdraw any that are out of date to maximize your OSCAR presence.
3. Review each judge's entry, paying attention to the last time the judge modified his/her profile (second column from the right). If they haven't updated recently, likely they may not *really* utilize OSCAR. If the judge does not use OSCAR or her/his profile is out of date, you'll need to research further.
 - Visit courts' webpages, as some judges post their clerkship information there. For example, <http://www.nysd.uscourts.gov/lawclerks>.
 - Make an appointment with Career Services. We can help contact chambers and have information from past and present clerks.

Clerkships are a phenomenal experience. Many students who are successful in securing a post-graduate clerkship have gone beyond just simply applying for open positions posted to OSCAR. It is worth your time to apply broadly and through different channels beyond OSCAR. Use OSCAR as a tool in your arsenal, but not as your only application method.