



Section of Legal Education  
and Admissions to the Bar

# 2017 Employment Questionnaire Instructions (For 2016 Graduates)

## DATA ENTRY INSTRUCTIONS

2017 Employment Questionnaire (For 2016 Graduates)

Data Entry Instructions for Profile Questions

**Employment Status**

- 1) Is this graduate employed – bar passage required?  
If no, go to question 2.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1, Law School/University Funded Position; questions 2-10 will be grayed-out.
- 2) Is this graduate employed – J.D. Advantage?  
If no, go to question 3.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1, Law School/University Funded Position; questions 1 & 3-10 will be grayed-out.
- 3) Is this graduate employed – Professional Position?  
If no, go to question 4.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1, Law School/University Funded Position; questions 1-2 & 4-10 will be grayed-out.
- 4) Is this graduate employed – Non-Professional?  
If no, go to question 5.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1, Law School/University Funded Position; questions 1-3 & 5-10 will be grayed-out.
- 5) Is this graduate employed – job category undeterminable?  
If no, go to question 6.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1, Law School/University Funded Position; questions 1-4 & 6-10 will be grayed-out.
- 6) Is this graduate pursuing a graduate degree full time?  
If no, go to question 7.  
If yes, check box; Go to End; remaining questions will be grayed-out.
- 7) Is this graduate unemployed start date deferred?  
If no, go to question 8.  
If yes, check box; Go to End; remaining questions will be grayed-out.

- 8) Is this graduate unemployed – not seeking?  
If no, go to question 9.  
If yes, check box; Go to End; remaining questions will be grayed-out.
- 9) Is this graduate unemployed - seeking?  
If no, go to question 10.  
If yes, check box; Go to End; remaining questions will be grayed-out.
- 10) Is this graduate's employment status unknown?  
If yes, check box; remaining questions will be grayed-out; Go to End

### **Law School/University Funded Position**

- 1) Is this graduate employed in a Law School or University funded position?  
If no, check box; go to question 1 in Employment Type.  
If yes, check box; supply information re: Long/Short Term & Full/Part Time; go to question 1 in Employment Type.

### **Employment Type**

- 1) Is this graduate employed in a law firm - solo?  
If no, go to question 2.  
If yes, check box; go to question 1 in Employment Location; questions 2-17 will be grayed-out.
- 2) Is this graduate employed in a law firm – 2-10?  
If no, go to question 3.  
If yes, check box; go to question 1 in Employment Location; questions 1 & 3-17 will be grayed-out.
- 3) Is this graduate employed in a law firm – 11-25?  
If no, go to question 4.  
If yes, check box; go to question 1 in Employment Location; questions 1, 2 & 4-17 will be grayed-out.
- 4) Is this graduate employed in a law firm – 26-50?  
If no, go to question 5.  
If yes, check box; go to question 1 in Employment Location; questions 1-3 & 5-17 will be grayed-out.
- 5) Is this graduate employed in a law firm – 51-100?  
If no, go to question 6.  
If yes, check box; go to question 1 in Employment Location; questions 1-4 & 6-17 will be grayed-out.

- 6) Is this graduate employed in a law firm – 101-250?  
If no, go to question 7.  
If yes, check box; go to question 1 in Employment Location; questions 1-5 & 7-17 will be grayed-out.
- 7) Is this graduate employed in a law firm – 251-500?  
If no, go to question 8.  
If yes, check box; go to question 1 in Employment Location; questions 1-6 & 8-17 will be grayed-out.
- 8) Is this graduate employed in a law firm – 500+?  
If no, go to question 9.  
If yes, check box; go to question 1 in Employment Location; questions 1-7 & 9-17 will be grayed-out.
- 9) Is this graduate employed in a law firm of unknown size?  
If no, go to question 10.  
If yes, check box; go to question 1 in Employment Location; questions 1-8 & 10-17 will be grayed-out.
- 10) Is this graduate employed in business and industry?  
If no, go to question 11.  
If yes, check box; go to question 1 in Employment Location; questions 1-9 & 11-17 will be grayed-out.
- 11) Is this graduate employed in a government position?  
If no, go to question 12.  
If yes, check box; go to question 1 in Employment Location; questions 1-10 & 12-17 will be grayed-out.
- 12) Is this graduate employed in a public interest position?  
If no, go to question 13.  
If yes, check box; go to question 1 in Employment Location; questions 1-11 & 13-17 will be grayed-out.
- 13) Is this graduate employed in a judicial clerkship - federal?  
If no, go to question 14.  
If yes, check box; go to question 1 in Employment Location; questions 1-12 & 14-17 will be grayed-out.
- 14) Is this graduate employed in a judicial clerkship – state or local?  
If no, go to question 15.  
If yes, check box; go to question 1 in Employment Location; questions 1-13 & 15-16 will be grayed-out.

- 15) Is this graduate employed in a judicial clerkship – other?  
If no, go to question 16.  
If yes, check box; go to question 1 in Employment Location; questions 1-14 & 16-17 will be grayed-out.
- 16) Is this graduate employed in education?  
If no, go to question 17.  
If yes, check box; go to question 1 in Employment Location; questions 1-15 & 17 will be grayed-out.
- 17) Is this graduate employed with employer type unknown?  
If no, go to question 1 in Employment Location.  
If yes, check box; go to question 1 in Employment Location; questions 1-16 will be grayed-out. (Note: if graduate’s Employment Status is “employed – job category undeterminable” and the graduate’s Employment Type is also unknown, check yes to this question.)

### **Employment Location**

- 1) Is this graduate employed in the United States?  
If no, go to question 2.  
If yes, select the state in which this graduate is employed; question 2 will be grayed-out; Go to End
- 2) Is this graduate employed in a foreign country?  
If yes, enter the foreign country in which graduate is employed question 1 will be grayed-out; Go to End.