

Sample Student- Pre-Law

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EDUCATION

Fitchburg State University, Fitchburg, MA May 2025

Bachelor of Science in Interdisciplinary Studies, Concentration in Pre-Law

Dean's List: Fall 2021-present

Study Abroad Experience: Introduction to Peace Studies in Ireland March 2023

Relevant coursework: U.S. Government, Intro to the Legal Process, State and Urban Government, The First Amendment, Criminal Procedure: Rights of the Accused, Constitutional Law, Criminal Law, Criminology, Victimology

SKILLS

Computer: Microsoft Office Suite (Word, Excel, PowerPoint) and Google Suite

Research skills: LexisNexis and Westlaw

RELEVANT EXPERIENCE

Bonville & Howard, P.C., Fitchburg MA

Intern January - May 2024

- Assisted attorneys with legal research, document preparation, and case analysis
- Conducted client interviews and drafted legal correspondence
- Attended court proceedings and observed legal proceedings
- Contributed to team meetings by providing insights on case strategies and legal precedents

Fitchburg State University, Fitchburg, MA

Moot Court September 2023 - May 2024

- Prepared oral arguments and conducted moot court simulations
- Analyzed legal precedents and crafted persuasive arguments
- Received commendation for excellence in oral advocacy

WORK EXPERIENCE

Fitchburg State University Fitchburg, MA

Library Assistant September 2022 - Present

- Assisted patrons with locating books, articles, and other library resources, providing excellent customer service and support.
- Checked materials in and out using library management software, ensuring accuracy and timeliness in transactions.
- Assisted students with research by guiding them in utilizing library databases, search strategies, and citation tools effectively