

CLASS OF 2016 EMPLOYMENT REPORT AND SALARY SURVEY
Data Submission Information Sheet

*****IMPORTANT!!!*****

The information requested on this sheet is vital to ensuring the integrity and completeness of the national ERSS data set to which you are contributing. Therefore, please return this sheet regardless of how you submit your data. If you are submitting your data via email, please include the information on this sheet in the body of the email to which your file is attached. Include your school's name in the subject line, as shown at the bottom right of this sheet. If you are mailing survey forms, please include this form.

Law School _____

_____ Number of JD graduates in your Class of 2016 (all students graduating between September 1, 2015 and August 31, 2016). It is not necessary to count deceased graduates.

_____ Number of records (electronic or paper) submitted, including those for which employment status was recorded as unknown. (This number should be the same as the number above).

If you are submitting a file, please check one of the following sources:

_____ ERSS Software (please indicate version _____) _____ Symplicity

_____ Diskette based on ASCII specifications from NALP October 2016 _____ 12Twenty

Please provide contact information should NALP need to contact you concerning your data:

Name and title of person preparing forms or file _____

Telephone _____ Email _____

Name and title of person responsible for overall ERSS process, if different _____

Telephone _____ Email _____

Please return this sheet along with your ERSS data by April 13, 2017

By mail:
NALP
1220 19th Street, NW
Suite 401
Washington, DC 20036-2405

Attention: 2016 ERSS Data

By email:
info@nalp.org
Subject: [Your law school] 2016 ERSS data
Attachment: Your file
Include in the body of your email the information requested on this form; *please* include your law school name in the subject line.