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**SUPREME COURT OF CANADA CHECKLIST FOR U OF C ALUMNI APPLICANTS – PART 1**  
(October 19, 2022)

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**2024-2025 Clerkship Program**

*Please note that the Supreme Court of Canada (SCC) and the Faculty of Law encourage students and alumni from a wide range of backgrounds to express their interest in being considered for a Supreme Court of Canada Clerkship. The Supreme Court of Canada and the Faculty look forward to a diverse group of candidates, with high academic standing, to apply for consideration.*

*The Supreme Court of Canada Application poster for this current academic year is not yet available. For now, you can review last year's poster [here](#). Once available, please read the poster for this academic year thoroughly so you have a clear understanding of all the requirements before submitting your application to the Faculty.*

The following students and/or alumni may be considered as potential candidates for the Faculty of Law to present to the Supreme Court of Canada for clerkship consideration:

**Requirements:**

- a) Third year University of Calgary law students graduating in 2023;
- b) Candidates with the highest academic achievement in law school will be considered. Usually, it is only those who have achieved Dean's list status in their most recent year of law school studies that will be put forward; and
- c) All candidates must maintain an equal high academic standing of grades for their fall 2022 term.

***Alumni with high academic standing as sited above, along with having secured a previous clerkship, will also be considered.***

**Other items when deciding to put your name forward for the Faculty's consideration:**

Our observation from previous SCC clerk hiring suggests that successful candidates have had some or all of the following:

- a) Bilingualism in French and English (highly sought after);
- b) a previous clerkship secured at a lower-level court (highly sought after);
- c) a range of life or work experience;
- d) publications;
- e) and two strong writing samples from upper-level courses in law school or suitable alternative writing samples.

**Note:**

- All law school grades of alumni will be considered in determining if the applicant can be put forward to the SCC.

**If you are interested in being considered for a SCC Clerkship, and you believe you meet the criteria above, please proceed with the following:**

- Submit the following in digital documentation (one email please) to the Director of the Career & Professional Development Office ([forrayim@ucalgary.ca](mailto:forrayim@ucalgary.ca)) by **November 14, 2022, 4:30 p.m.**
  - **Statement of Interest** (max. 400 words) detailing how you stand out as a serious and competitive Supreme Court of Canada clerkship candidate. Note that the requirements and other factors considered by the Faculty in selecting SCC candidates are detailed in this checklist and the selection criteria provided in the [Supreme Court of Canada's Law Clerk poster](#) will also be considered. Note that to date the current year poster has not been released. Remember that the Court is not looking for candidates who are applying "on spec". Because of this, the Faculty will only be putting forward students and alumni who are likely to be competitive candidates.
  - Curriculum Vitae (Resume)
  - Cover letter
  - Law transcripts to date (non-official)
  - Undergraduate transcripts (non-official)
  - The names of all professors/individuals contacted to be referees and the names of your confirmed referees (three required). These references will be due in early January and are to be provided sealed and in duplicate. The exact deadline will be announced in November. Professors who have agreed to act as referees should be given 4- to 6-weeks' notice about the deadline and this is the responsibility of the SCC applicant to notify them.
  - The names of all professors in upper-level law classes in which you have written papers for.
  
- Alumni will be notified by **November 25, 4:30 p.m.** if they have been accepted as conditional candidates. If conditionally accepted, all the deadlines, yet to be announced, will apply.
  
- Further instructions will be released to students & alumni about referee and official transcript deadlines in late November.
  
- Per last year's process and pending any updates from the SCC, writing samples will be due at the time of application. Historically, one to two legal writing samples have been required (two recommended). This is an important item to start preparing for now and will be due in January.
  
- Note that the Guidelines for applying to the Supreme Court of Canada indicate that you must indicate in your application the basis on which you are entitled to work in Canada.
  
- Also note that candidates are asked to indicate in the application proficiency in both official languages in reading, written and oral proficiency.
  
- Candidates are also asked to submit an online application form to the SCC which supplements the other requirements detailed above. This is to be submitted in January.