



What Your Application Package Should Look Like



- Demonstrate an understanding of the firm by telling us what you think makes Loopstra Nixon stand out and why you want to be a part of our team.
- Let us know how good you are with some examples of your achievements.
- 3 Don't lawyer us, be short and to the point.
- Share what makes you different from the others.



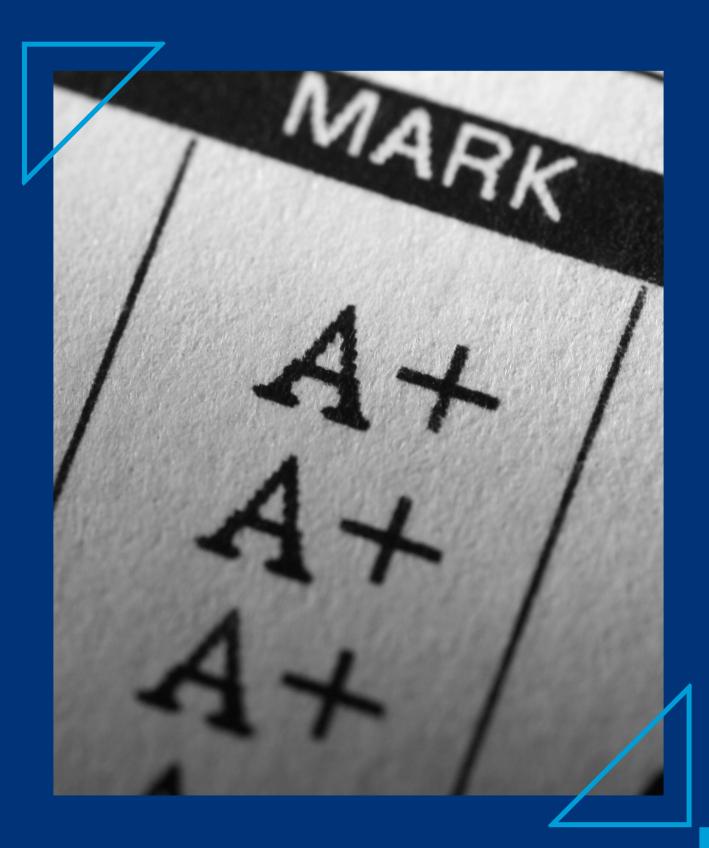
## Cover Letter



## Resume

- No more than two pages in length.
- 2 Don't list any interests that you wouldn't want to discuss in detail with a future boss.
- 3 Ensure all of the information is correct.
- Don't decrease font size to squeeze in more information.





- Ensure they are current.
- Include a grade summary to make it easy for us to find what we are looking for.

## Transcript



## References

References are not mandatory.

If you are going to include references, ensure they will help (and not hurt) your job prospects.

- Don't use a family member you worked for.
- If you ask a well-known professor to be your reference, ensure that you are well-known to him/her too.
- Mentors, former clients, and co-workers make great references.



Packages should be sent to Samantha Scimmi, Human Resources, at articling@loonix.com.

Receipt will be confirmed by reply e-mail.

Feel free to reach out to The Loopstra Nixon Articling Committee if you have any questions.

We look forward to hearing from you!