Revised: November 21, 2022

SUMMER INTERN HIRING INFORMATION James L. Cott, United States Magistrate Judge

Chambers Contact Information:

United States District Court Southern District of New York 500 Pearl Street, Room 1360 New York, NY 10007 (212) 805-0250 CottNYSDChambers@nysd.uscourts.gov

<u>Positions</u>: Judge Cott typically hires two to three interns for each summer. He begins reviewing applications in January for the following summer.

<u>Applications</u>: Judge Cott requires a cover letter explaining the applicant's interest in working in a judge's chambers, law school transcript with first-semester grades, and résumé. Candidates should also submit a list of references and a writing sample (no more than 5 to 10 pages). Please combine these materials into a single PDF and send them to the email provided above. The email's subject line should state the name of the internship applicant (e.g., "Summer 2023 Internship Application for [Name of Applicant]").

<u>Application Timing</u>: Applicants who apply prior to receiving their first semester grades should supplement their application once those grades have been released. Applications are reviewed on a rolling basis.