

Revised: December 13, 2019

**Law Clerk Hiring Information**  
**Valerie Caproni, United States District Judge**

**Chambers Contact Information**

United States District Court  
Southern District of New York  
40 Foley Square, Chambers 240  
New York, New York 10007  
Telephone: (212) 805-6350  
Email: CaproniClerkship@nysd.uscourts.gov

**Positions:** Judge Caproni employs three law clerks: one 1-year clerk and two 2-year clerks. She is accepting applications for a two-year clerkship position starting in Fall 2022. Judge Caproni has completed hiring for all other clerkship positions beginning in Fall 2022 and all prior terms. She will consider applications for the Fall 2022 clerkship on a rolling basis.

**Eligibility:** Judge Caproni will consider only those applicants with at least four semesters of law school grades. She will not consider members of the Class of 2021 until 12:00 P.M. EST on June 15, 2020, and she will not consider members of the Class of 2022 until 12:00 P.M. EST on June 14, 2021. For those applicants, Judge Caproni will not directly or indirectly contact them, or schedule or conduct formal or informal interviews, or make formal or informal offers until 24 hours after the opening of the relevant application period. All other applicants may apply at any time.

Judge Caproni does not have any hard cut-offs for grades, but she strongly prefers applicants who rank in the top 10 percent of their law school class. Judge Caproni prefers candidates who will obtain some post-graduate work experience before beginning their clerkships, but she will also consider applicants who would begin clerking immediately after graduation.

**Application Process:** Applicants should apply **by email** to the address above. Emails should include the applicant's name, law school, and the word "Clerkship" in the subject line. Judge Caproni does not accept applications via OSCAR, and applicants should not send applications by postal mail. Interviews are scheduled on a rolling basis, and clerkship offers may be extended at any time.

**Application Materials:** Applications should include a cover letter, resume, law school transcript, undergraduate transcript, one writing sample, and three letters of recommendation. All application materials (other than letters of recommendation) should be combined into a single PDF. Applicants should indicate whether their writing samples have been edited by others. Writing samples should not exceed 15 double-spaced pages.

Letters of recommendation may be submitted separately, preferably by email to the address above. The subject line should contain the applicant's full name and should indicate that the email contains a letter of recommendation.

*Although Judge Caproni does not accept applications through OSCAR, applicants are referred to Judge Caproni's profile on OSCAR for updated information regarding vacancies and other hiring information.*