

INSTRUCTION SHEET 2026 APPLICATION PROCEDURES

Individuals applying for a 2026 Skadden Fellowship should apply by emailing **three PDF files** containing: (1) the Fellowship application form; (2) the supporting materials; and (3) signed certifications.

(1) Fellowship application form including a synopsis and three essays:

Please note: The application form must be filled out electronically, and it is crucial that all form fields remain electronically accessible. Please do not print to image, flatten or otherwise alter the PDF such that the form fields are rendered uneditable. Do not submit a scanned PDF. Please note the synopsis/essay font size should not be larger than 11 points and the synopsis/essay text should not exceed the word count limits specified on the application. No citations or footnotes are needed.

(2) Supporting Materials:

Please note: This PDF of supporting materials should be assembled in the order indicated below. All letters should be in PDF.

(a) Commitment letter from potential host organization addressed to the Skadden Foundation:

This letter is not word-limited and should address the following topics:

- (i) A commitment to host you for your Fellowship, including providing adequate supervision and any resources necessary for travel to complete your work.
- (ii) Information about the organization and its clients.
- (iii) The organization's, and your proposed supervisor's, track record in meeting the needs of its clients and supervising beginning attorneys.
- (iv) A description of your project, its significance and its fit within the organization's work.
- (v) Additional insight regarding your qualifications.

(b) Two letters of recommendation addressed to the Skadden Foundation (please do not submit a third letter of recommendation):

- (i) One by a former supervisor or employer. Preferably, this letter will be written by a lawyer who has overseen your legal work. If you wish for your host organization to write this recommendation based on your prior work for that organization, then the organization must submit two letters (their host commitment letter and a recommendation letter).
- (ii) One by a law school professor and/or a faculty member (either academic or clinical).

If a recommender wishes to submit the recommendation confidentially:

- They may email it in PDF format to skadden.foundation@skadden.com by September 19, 2025, 11:59 p.m. of your time zone.
- Please note the names of your recommenders in your email to the Foundation.

(c) Law school transcript:

The transcript may be official or unofficial, as long as it is legible. If you are in a joint degree program, please include your transcript for both programs.

(d) Resume:

Feel free to provide one that is more than one page long. We are looking to learn who you are and see whether you've demonstrated a commitment to work in the service of others, particularly vulnerable populations. Please ensure there are no significant gaps in your resume – we would rather see paid or volunteer experience, even if you consider it irrelevant. Please ensure that you include (and describe) any language skills relevant to your proposed project.

(e) Optional:

You may attach additional materials that relate directly to your project. Do not include lengthy or numerous attachments. Additional materials may include, but are not limited to:

- A recent, local article that specifically discusses the needs of your client population.
- Coalition support letter(s) from organization(s) that you are likely to partner/work closely with during your Fellowship. A coalition letter should be brief and outline who the organization serves and what it does for its clients, why there is a need for the project you are proposing and how it plans to work with you. The purpose of coalition letters is not merely to endorse the importance of your proposed project, but mainly to outline any planned coalition relationship.

(3) Two signed certifications:

Please note: Each field must be filled and cannot be left blank, one each signed by:

- (i) the applicant; and
- (ii) the host organization.

Please email your application to skadden.foundation@skadden.com by September 19, 2025, 11:59 p.m. of your time zone.

- Title the email:
 - “[Your Name] — Fellowship Application”

- Label the attachments:
 - “[Your Last Name], [Your First Name] Application”
 - “[Your Last Name], [Your First Name] Materials” and
 - “[Your Last Name], [Your First Name] Certifications”

Do not include this instruction sheet.

The Skadden Foundation prohibits discrimination against applicants and Fellows on any basis prohibited by applicable law. We encourage applications from individuals who are members of groups that historically have been underrepresented in the legal profession, as well as from those whose personal or professional experiences have yielded deep connections with or insights into the marginalized client communities they seek to serve.

Any applicants who may need assistance or accommodations in the application process should contact skadden.foundation@skadden.com.