OSCAR
OnIine System for Clerkship
Application and Review

Training for Judges and Chambers Staff:
Managing Applications

USE THE ADVANCED SEARCH

MANAGE FOLDERS

GENERATE APPLICATION PACKETS

SEND EMAILS

OSCAR provides many features to help judges and chambers staff manage their applications. Learn more about using the advanced search, folders, application packets, and emails to manage applications in OSCAR.

USE THE ADVANCED SEARCH

The advanced search feature allows you to search applicants and display only those who meet certain criteria, such as class rank, law school, location, and more.

Use the Advanced Search

Narrow the field of applicants to those that meet your hiring criteria.

LEARN MORE >

MANAGE FOLDERS

Using folders allows you to better organize and manage your applicants. Create and customize folder names to help track applications.

Manage Folders

Group selected applicants in folders to organize your applicants.

LEARN MORE >

GENERATE APPLICATION PACKETS

When you're ready to review applications, you can use the generate packets feature to select applications of your choice and download them in a PDF file for in-depth review.

Generate Application Packets

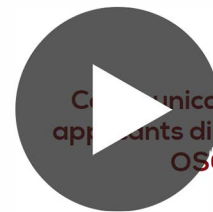View multiple applications within one file.

LEARN MORE >

SEND EMAILS

Send emails directly from OSCAR to keep applicants and law schools informed throughout the hiring process Select from OSCAR's pre-made email templates or create your own.

Send Emails

Communicate with your applicants directly through OSCAR.

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