

Policy on Student Externships/Practicums at Law Firms and Corporate In-House Offices

Students may receive credit for externships/practicums, generally initiated by faculty rather than by students, at law firms and corporate in-house offices only if all the following requirements have been met for the placement:

Law Firms

- Students would not have the opportunity to do the kind of work they would be doing in the firm in a not-for-profit or governmental placement or in the School of Law's Clinical Law Program.
- The placement is in conjunction with an approved Law School Seminar or Workshop.
- The student is assigned a supervising attorney with experience appropriate to adequately supervise the student on the work the student is expected to perform. The supervising attorney agrees to undertake the responsibilities for Supervising Attorneys set forth in the School of Law's Externship Policy.
- The firm agrees in writing to the following conditions:
 - 1) the firm will not charge for the time of law students or count their hours toward any pro bono obligation.
 - 2) students receiving credit will perform work only when the work has been pre-approved by the student's faculty supervisor. Approval should be based on whether the work would provide the student with a valuable learning experience that he or she could not obtain through other experiential learning opportunities available at the School of Law.
 - 3) the firm will provide supervision of the student including regular meetings with supervisory attorneys and feedback on written work and other assignments.
 - 4) students will be involved, to the extent possible, in meetings with the client and discussion of client needs among law firm attorneys.

In addition, placements at law firms will be limited to a maximum of three credits per student during the student's law school career.

In House Counsel Offices

- Students would not have the opportunity to do the kind of work they would be doing in the in-house placement in a not-for-profit or governmental placement or in the School of Law's Clinical Law Program.
- The placement is in conjunction with an approved Law School Seminar or Workshop.
- The student is assigned a supervising attorney with experience appropriate to adequately supervise students on the work the student is expected to perform.

- In addition to the responsibilities of supervising attorneys set forth in the School of Law’s Policy on Externships, the supervising attorney agrees in writing to the following conditions:
 - 1) the attorney will provide supervision of the student including regular meetings with the student and feedback on written work and other assignments;
 - 2) students will be involved, to the extent possible, in meetings with the client and discussion of client needs among in house attorneys.

In addition, placements at in-house counsel offices in for-profit settings will be limited to a maximum of three credits during the student’s law school career.

Responsibilities of Faculty Supervisors for Law Firm and In-House Counsel Placements

Faculty supervising students under this policy shall comply with A Responsibilities for Faculty Supervisors sections a. through c., set forth in the School of Law’s Policy on Externships.

In addition, after the first time a student is placed with a law firm or for-profit organization, the faculty supervisor shall transmit to the Externship Subcommittee and the Associate Dean the student’s final report on his or her placement. In an accompanying memorandum the faculty supervisor should address whether the student’s placement experience satisfied the Externship Program’s educational objectives and how the placement might be strengthened for subsequent students.

Responsibilities of Students in Law Firm or For-Profit Placements

In addition to attending and fulfilling the requirements of the relevant workshop, students placed at law firms or in-house counsel offices in for-profit organizations must fulfill the requirements set forth under Responsibilities of Student Externs in the School of Law’s Policy on Externships.