



CLINIC/LTP REGISTRATION INFORMATION PACKET

CLINICAL LAW PROGRAM

2017-2018

The University of Maryland Francis King Carey School of Law operates one of the largest and most diverse teaching law practice programs in the country. The highly ranked Clinical Law Program provides exciting opportunities for you to impact the lives of individuals, families and communities throughout Maryland by working under the direct supervision of an experienced faculty attorney to represent clients, work on law reform projects, work on legislative and policy projects and educate communities. You will apply and build upon what you have learned in your doctrinal courses and begin to develop basic lawyering skills. You will experience and analyze the challenges inherent in the attorney/client relationship and lawyering in general. You will also critically reflect on the ways in which law and legal systems interact with race, socioeconomic status, economic power and political power.

Please study this material and the School of Law course catalog descriptions (<http://www.law.umaryland.edu/current.asp>) to learn more about the wide range of opportunities available and of the special obligations of Clinic and Legal Theory & Practice (“LTP”) students.

We look forward to having you join this exciting program of practice and reflection. If you have any questions, you should feel free to email or call us.

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I. General Information

(1) The Cardin Requirement

Each student who initially enrolls in Maryland Carey Law's full-time, first-year day division must complete an offering that fulfills the Cardin Requirement. To satisfy Cardin, an offering must (1) provide students with experience of how the law operates in practice; (2) provide students substantial responsibility for providing legal assistance on behalf of persons who are economically or socially disadvantaged, or otherwise lack access to justice in the legal system or to organizations acting on behalf of such persons; (3) include regular classes in which a member of the School of Law faculty provides instruction that integrates students' practice experiences in ways that help them understand, apply, and critique legal theory and law practice; (4) require students to do substantial writing in connection with their practice; and (5) have a professional responsibility component.

For the 2017-2018 academic year, all Clinic and LTP courses fulfill the Cardin Requirement.

(2) Eligibility

All students wishing to participate in a Clinic or LTP course **MUST** satisfy all eligibility requirements set forth in Rule 19-217 of the Maryland Rules Governing Admission to the Bar. Maryland Rule 19-217 permits students to be certified by the Dean to engage in the practice of law under the supervision of an authorized attorney if those students 1) are enrolled in a clinical program, 2) are in good academic standing, and 3) have completed one-third of their legal education. Students seeking to enroll in a Clinic course must have earned at least one third of the credits required for graduation (28 Credits) prior to the start of the semester in which they plan to enroll. Certification also requires students to truthfully affirm familiarity with state and federal rules of procedure and professional responsibility.

(3) Becoming Competent to Represent Clients

Competence is the first requirement of being a lawyer. Rule 1.1 of the Maryland Rules of Professional Conduct states: "A lawyer shall provide competent representation to a client," which "requires legal knowledge, skill, thoroughness and preparation reasonably necessary for the representation." In Clinic and LTP courses, students learn experientially what it means to be a competent lawyer by practicing law under the close and supportive supervision of an experienced attorney, and analyzing their practice experiences in a structured classroom setting.

(4) Minimum Hours of Commitment

Students are expected to work a minimum number of hours in order to satisfy Clinic and LTP requirements. The minimum number of hours required for each clinic is dependent on the number of credits taken. For every credit hour taken, the student must complete a minimum of **56 HOURS PER CREDIT**. To determine what your weekly commitment to a clinical course will be, multiply the course credit hours by 56, then divide by 13 (because each semester has 13 weeks).

Example: Student takes a five (5) credit clinic/LTP class.
Credits multiplied by minimum hours, divided by thirteen weeks
 $(C \times H) \div W = N$
 $(5 \times 56) \div 13 = N$
 $280 \div 13 = \mathbf{21.54 \text{ hours per week MINIMUM}}$

We encourage you to speak with your prospective clinic’s faculty supervisor, particularly if you have irregular hours or if you have any concerns about your ability to meet the minimum hours in light of your other commitments.

(5) Specialty Interests

Although you may enroll in a Clinic or LTP course related to your particular specialty interests, the most important lessons you will learn in each of the courses are: basic concepts and practices of the profession, lawyering skills, the nature of advocacy and the adversary process, and ideas for reforming the laws, policies and/or practices that impact your clients’ lives. We encourage you to study course descriptions and speak with individual faculty members about how their particular clinic might complement your overall course of study and/or career goals. The following chart identifies types of legal practice that you should expect from the different Clinic/LTP offerings.

	Litigation	Public Policy	Legislative	Community Ed/Lawyering	Transactional
Access to Justice: Effective Assistance of Counsel at Bail	x	x	x	x	
Appellate/Postconviction Advocacy	x				
Civil Rights/Persons w/ Disabilities	x				
Consumer Bankruptcy LTP	x				x
Environmental	x	x			
Gender Violence	x	x	x	x	
Health Care Delivery & HIV/AIDS	x			x	
Human Rights in U.S. Law LTP	x	x			
Immigration	x			x	
Intellectual Property					x
JustAdvice				x	
Landlord Tenant LTP	x	x	x		
Low-Income Taxpayer	x				x
Mediation			x	x	
Public Health Law		x	x		
Youth, Education & Justice LTP		x	x	x	

(6) Multiple Experience-Based Offerings

Though we encourage you to expose yourselves to multiple experiential learning opportunities while in law school, the commitment for two such programs in the same semester is difficult to satisfy and may create conflicts. Without prior authorization, you may not simultaneously enroll in more than one experiential learning experience, such as an externship or

Clinic, during the same semester. Students wishing to enroll in Clinic and another experience-based course offering in the same semester must obtain the approval of both course instructors and the Assistant Dean for Academic Affairs.

(7) Outside Employment

While we do not prohibit full or part-time employment while taking a Clinic or LTP course, we strongly encourage you to speak with your prospective clinic's faculty supervisor about minimum hour expectations and whether there is flexibility in when those hours of work are performed, as well as potential conflicts that may arise between your employment and your clinic work that could make participating in both at the same time prohibitive.

(8) Course Scheduling

Each clinical offering has a classroom component as well as a practice component. Attendance at all clinic classroom components is mandatory. For meeting times of all clinic and LTP courses, refer to the Course Schedules and Booklists listed on the school's website by the Office of Registration & Enrollment (OR&E), which is found at: www.law.umaryland.edu/academics/program/curriculum/schedules/

II. Advance Registration

(1) Registration Procedures and Enrollment Priorities

Registration for Clinic and LTP courses is integrated into the Law School's registration process. Most students who wish to be enrolled in a Clinic/LTP for the following academic year will submit preference forms during the pre-registration process. This year, pre-registration opens on March 31 and ends April 7. Please familiarize yourselves with the advance registration schedule at www.law.umaryland.edu/students/registration/advance/schedule.pdf. Those who do not submit the preference form during pre-registration and wish to be considered for enrollment in a spring Clinic or LTP course must submit the Clinic/LTP Preference Form according to the established spring advance registration deadline.

During the pre-registration process, you will be asked to provide your top four preferences for Clinic/LTP courses for the 2017-18 academic year. You will be registered for your highest-ranked clinic that you are able to get into, and waitlisted for all clinics that you did not get into but that you ranked higher. Please do not preference the same clinic multiple times, as it will not increase your chances of enrolling in that clinic, and may foreclose your opportunity to enroll in any clinic. Pre-registration results will be posted on April 12.

What follows are the faculty-approved priorities for determining enrollment in Clinical Law & LTP courses:

Priority One: Senior; Uses Wild Card; Needs to Satisfy Cardin; completing Certificate requirements and has completed six credits toward Environmental or Health Law Certificate by the end of second year

and needs Clinic Course to satisfy Certificate program requirements.

<u>Priority Two:</u>	Senior; Uses Wild Card; needs to satisfy Cardin.
<u>Priority Three:</u>	Senior; needs to satisfy Cardin
<u>Priority Four:</u>	Senior; uses Wild Card; needs for certificate; has taken no prior clinics
<u>Priority Five:</u>	Non-Senior needs to satisfy Cardin
<u>Priority Six:</u>	Senior; uses Wild Card; has taken no prior clinics
<u>Priority Seven:</u>	Senior, uses Wild Card; has prior clinic
<u>Priority Eight:</u>	Senior, needs for certificate; has prior clinic
<u>Priority Nine:</u>	Senior, has taken no prior clinics
<u>Priority Ten:</u>	Senior, has prior clinic
<u>Priority Eleven:</u>	Non-Senior

(2) Advance Registration Eligibility

You must be in good academic standing in order to register. You must resolve “holds” on your records before you will be permitted to register. You will lose whatever priority was in effect if resolution of the hold is made after the deadline has passed for exercising your priority.

(3) Add/Drop Requirements

Students who in April are approved for enrollment in a fall or spring clinic or LTP course will have that course entered on their on-line course registration form by the Office of Registration and Enrollment. If you are no longer interested in taking this course, simply drop it during the open on-line registration window. However, once the request form is submitted, you will not get a second chance in the same academic year to use the Clinic/LTP preference even if you later drop the course. In that case, you will be able to submit another preference form in the following year.

You may not **drop or add** a Clinic or LTP course any time after **July 7, 2017 for the fall 2017** semester, or after **December 8, 2017 for the spring 2018** semester. Under extraordinary circumstances and with the written approval of the faculty member who teaches the particular clinic/LTP on the Change in Registration Request (Add/Drop) Form, you may drop after these dates. Once the form is completed and signed by the relevant faculty member, you must provide a copy to the Office of Registration & Enrollment and to the Managing Director of the Clinical Law Program.

(4) Clinic and LTP Course Co- and Pre-Requisites

You must read the course descriptions (available in the Course Catalog at <http://www.law.umaryland.edu/current.asp>) to determine whether the course in which you are interested has co-requisites or pre-requisites, and plan accordingly. These co-requisite and pre-requisite requirements will be enforced when you attempt to register online.

(5) Registering for CLINIC II

Clinic II is an opportunity for students who have already completed a clinical experience to engage in advanced clinical work ordinarily in the same subject matter area under the direct supervision of a faculty member. If you want to enroll in Clinic II, you must secure the express written approval of the faculty member whom you will be working with by completing and having them sign the Courses Requiring Faculty Approval Form, available from the Office of Registration & Enrollment. You will also need to obtain the signature of the Managing Director of the Clinic before returning the signed form to the Office of Registration and Enrollment.

III. Clinic & Legal Theory & Practice Courses – 2017-2018

Full descriptions of each of the Clinic or LTP courses may be found in the Course Catalog, online at <http://www.law.umaryland.edu/current.asp>.