

To: Praxis Certificate Program Participants

From: Professor Robbins, Director of Experiential Learning

Date: October 2018

Re: Praxis Certificate Program Objectives and Requirements

Objectives

In today's competitive legal market, prospective employers and clients are calling for new lawyers to have more practical legal skills than ever. While successful practicing attorneys must have a command of relevant doctrinal law, this is only one component of effective law practice. A competent and ethical attorney must develop and master a wide array of professional skills, from oral negotiation skills to problem-solving and project management.

Chicago-Kent offers a wide array of experiential learning opportunities, including clinics, externships, and simulation and skills-based courses, that can help students to develop and practice essential professional lawyering skills. The Praxis Certificate is for students who wish to prepare for practice with a truly experiential course of study. Students in the Praxis program design an elective course of study that incorporates **24 credits in approved experiential coursework**, including **at least one live client clinic or externship**. In addition, you will learn about **core practice competencies** that distinguish successful practicing lawyers in their first years of practice. You can then work with the program director to assess and articulate how your experiential coursework is helping you to develop skills in these core areas and identify what further development is needed. You will complete **one "Praxis workshop" a semester** where you will learn additional skills critical for success, and complete a **capstone professionalism course** that uses experiential learning to explore the changing business of law practice.

Requirements

To earn the Praxis Certificate, students must complete an online enrollment form, available at <http://www.kentlaw.iit.edu/academics/jd-program/certificate-programs/praxis-program/enrollment>. Students are encouraged to sign up as early as their third full semester of law school. At a minimum, students must have three full semesters of law school remaining in order to enroll in the Praxis Certificate program. Both full-time and part-time students are welcome to participate in the program.

Once enrolled, to earn the Praxis Certificate, students must:

- **Complete 24 credits in approved experiential coursework, including at least one "live client" clinic or externship.** Clinics, externships, and approved simulation/skills-based courses and activities all count toward this requirement; a list of approved courses

and for-credit activities is attached as Exhibit A. Note that all Legal Writing courses, except the seminar, count toward this requirement.

- **Each semester, attend one interactive “Praxis” workshop aimed at enhancing your career and business development skills.**¹ Praxis students are expected to apply lessons learned from the workshops in order to develop or enhance an effective online profile, such as a LinkedIn profile. Each workshop will last no longer than an hour and the date and time will be announced to Praxis students in advance.
- **Each semester, complete a “scorecard” assessing how your experiential learning is helping you to develop skills in core competencies of a successful practicing attorney, and what additional development is needed.** You must meet with Professor Robbins at least once during the program to assess your progress. A sample scorecard can be found on the Praxis web site at <https://sites.google.com/a/kentlaw.iit.edu/praxis/>. A list of the core competencies is also attached to this memo as Exhibit B.
- **Complete a capstone professionalism course.** There are three courses that satisfy the capstone course requirement: “Practice and Professionalism”, “Ethics and Advocacy” and “Professional Responsibility: Business Ethics.” Each course meets the school’s Professional Responsibility requirement and counts toward the 24-credit Praxis requirement. “Practice and Professionalism” and “Ethics and Advocacy” are generally offered in the fall. “Professional Responsibility: Business Ethics” is usually offered in the spring.

Requests for modifications to approved course list and requests for exceptions

The approved list of Chicago-Kent Praxis Certificate Program Offerings, attached as Exhibit A may be updated at Professor Robbins’s discretion. If a course does not appear on this list, but you believe it should qualify for Praxis credit, you may petition Professor Robbins by sending her an e-mail at jrobbin1@kentlaw.iit.edu.

Professor Robbins will also consider granting exceptions to the “live clinic” clinic /externship and Practice and Professionalism course requirements, on a case-by-case basis. Students must show extenuating circumstances and commensurate coursework and/or experience that meets the Praxis program objectives.

¹This workshop requirement applies only to students who begin the Praxis Program in Fall 2015 or after.

Responsibility to adhere to regular Chicago-Kent course policies and graduation requirements

Students enrolled in the Praxis program are still responsible for adhering to all Chicago-Kent course scheduling policies and graduation requirements, as set forth in the Registration Bulletin or Student Handbook. These policies include but are not limited to credit hour limitations on moot court programs, clinics, externships, and non-classroom coursework. For example:

- Chicago-Kent policy prohibits students from electing pass/fail for any course that counts toward a certificate program, including Praxis. This rule only applies to elections; if a course is offered pass/fail only, it will count toward the Praxis requirement. *See* Chicago-Kent Student Handbook §2.4.
- Per Chicago-Kent policy, students may receive no more than 24 credits for the following courses combined: in-house clinical courses, Legal Externship, Business Entity Formation, Judicial Externship, and Interviewing and Counseling (Advice Desk). Students also may not enroll for more than two semesters of judicial externship. *See* Chicago-Kent Student Handbook §2.6.
- Per Chicago-Kent policy, students may receive no more than 5 hours of credit for moot court programs, including but not limited to the Appellate Advocacy course, Moot Court Honor Society, BLSA Moot Court, Environmental Moot Court, International Moot Court, and Intellectual Property Moot Court. *See* Chicago-Kent Student Handbook §2.5.
- If you plan to practice outside of Illinois, you should also check on state bar admission requirements. For example, New York requires that 64 of your credits be in “classroom courses.” Classroom courses include clinics, simulation courses, and the classroom portion of externships, but does not include time spent in the externship field or law review, independent study, or trial competition credits:
<https://www.nybarexam.org/Rules/Rules.htm#520.3>.

Requests for exemptions to any Chicago-Kent policy must be made **before** enrolling in a course that would otherwise violate these policies. Any student with questions or encountering limitations that would prevent you from obtaining the Praxis Certificate should contact Professor Robbins immediately.²

² Students already exempt from certain course credit policies, such as LADR students, do not need to seek a separate exemption for Praxis.

A sample course load for a student enrolled in the Praxis Certificate program, as well as a student concurrently enrolled in the Intellectual Property Certificate program, is attached as **Exhibit C**. The Praxis certificate is designed to be compatible with other certificate programs and eligible Praxis courses that already count toward another certificate may be used toward the Praxis certificate as well.

Exhibit A

Chicago-Kent Praxis Certificate Program Offerings*

***This is NOT the list of courses that satisfies the required 6-credits of experiential courses for graduation. That list can be found in the “Required Course Sequence” section of the Chicago-Kent website. Please refer to the relevant list for your needs.**

Note: All offerings are subject to restrictions as set forth in the Registration Bulletin or Chicago-Kent Student Handbook, including but not limited to course pre-requisites, instructor permission requirements, and credit limits on pass/fail, externship, and clinical courses, and other non-classroom activities. Offerings may be added or deleted to this list at the discretion of the Director of Experiential Learning. Note too that not all courses are offered each year.

List of Simulation/Skills/Experiential Classes

ADR in the Workplace (2 cr.)
Accounting for Lawyers (2 cr.)
Advanced Legislative Advocacy – non-seminar only (2 cr.)
Alternative Dispute Resolution (2 cr.)
Appellate Advocacy (2 cr.)
Business Entity Formation (3 cr.)
Business Entity Transactions (3 cr.)
Business Legislation Practicum (1 cr.)
Client Counseling (2 cr.)
Commercial Real Estate Transactions (3 cr.)
Criminal Litigation 1 (2 cr.)
Criminal Litigation 2 (2 cr.)
Domestic Violence Courthouse Practicum (2 cr. fall/1 cr. spring) *Full-year course*
Employment Litigation (3 cr.)
Ethics & Advocacy (3 cr.)
Firms, Clients, and Building a Career in Law (1 Cr.)
Intensive International Trial Advocacy in Ireland (3 cr.)
Intensive I.P. Trial Advocacy (3 cr.)
Intensive Trial Advocacy 1 (3 cr.)
I.P. Advocacy: Administrative and Appellate (2 cr.)
Justice & Technology Practicum 1 (2 cr.)
Justice & Technology Practicum 2 (2 cr.)
Labor & Employment Law Considerations for Businesses (2 cr.)
Lawyer as Investigator (3 cr.)
Lawyers as Social Innovators (2 cr.)
Legal Project Management and Legal Process Improvement (2 cr.)
Legal Writing I (3 cr.)
Legal Writing II (2 cr.)
Legal Writing III (1 cr.)
Legal Writing IV (3 cr.)
Legislative Advocacy – non-seminar only (2 cr.)
Litigation Technology (3 cr.)

Exhibit A

Mediation (2 cr.)
Negotiations (2 cr.)
Patent Litigation (2 cr.)
Patent Office Practice (3 cr.)
Persuasion Theory (non-seminar version only) (2 cr.)
Programming for Lawyers (1 cr.)
Pretrial Litigation (3 cr.)
Professional Responsibility: Business Ethics (2 cr.)
Practice and Professionalism (3 cr.)
Strategic Problem-Solving and the Law (3 cr.)
Strategies in I.P. (3 cr.)
Trial Advocacy 1 (3 cr.)
Trial Advocacy 2 (3 cr.)
U.S. Supreme Court Theory and Practice (2 cr.)

Clinical Courses and Externships

In-House Clinic (3 or 4 cr.)

- **Center for Open Govt Clinic 1**
- **Civil Litigation Clinic 1 and 2**
- **Criminal Defense Clinic 1 and 2**
- **Entrepreneurial Law Clinic 1 and 2**
- **Family Law Clinic 1 and 2**
- **Intellectual Property-Patents 1 and 2** (3 cr. only)
- **Mediation and Other ADR Procedures**
- **Plaintiffs Employment Clinic 1 and 2**
- **Tax Clinic 1 and 2**
- **Vaccine Injury Clinic 1 and 2**
- **Advanced Clinic**
- **Environmental & Energy Law Clinic** (1-4 cr.)
- **Intensive Clinic** (10 cr.) (Additional 2 cr. seminar option does not count)
- **1L Clinical Rotation or First Year Clinic** (2 cr.)

Judicial Externship (4 cr.)

- **Judicial Externship 1**
- **Judicial Externship 2**

Legal Externship (4 cr.)

- **Legal Externship 1**
- **Legal Externship 2**

Labor & Employment Externship and Class (4 cr.) (*includes 1 cr. graded class; Labor & Employment Cert students only*)

Exhibit A

Semester Law Firm Associate Program (6 cr.)

International Rule of Law Externship (3 cr.)

Intra-Curricular Activities

AAJ Competition (Trial Advocacy) (1 cr.)

AALSA Moot Court (Thomas Tang Competition) (1 cr.)

BLSA Moot Court (1 cr.)

BLSA Trial Team (1 cr.)

Environmental Law Moot Court (1 cr.)

Intellectual Property Moot Court (1 cr.)

International Law Moot Court (1 cr.)

Moot Court Honor Society (1 cr.)

National Trial Team (1 cr.)

Exhibit B

CORE PRACTICE COMPETENCIES

I. Initial Case Development

1. Fact development and investigation
2. Legal research and analysis
3. Problem-solving

II. Communication – Written and Oral

4. Objective analysis – written and oral
5. Advocacy – written and oral
6. Negotiation – written and oral

III. Case/Project Management

7. Personal work management
8. Collaboration/teamwork

IV. Practice Management and Professionalism

9. Client service and counseling
10. Understand and work within the Rules of Professional Conduct
11. Business of law and practice management
12. Networking/client development

Exhibit B

CORE PRACTICE COMPETENCIES AND SAMPLE PERFORMANCE OBJECTIVES

Core Practice Competency

Sample Performance Objectives

I. Initial Case Development	
1. Fact development and investigation	<ul style="list-style-type: none"> - Conduct a client interview in a professional manner; establish rapport and elicit necessary information. - Identify the client’s perceived problems, objectives, and limitations, and identify legal and practical issues outside the client’s awareness. - Identify additional sources of facts relevant to the client’s problem, including documents and witnesses. - Collect evidence and conduct interviews to elicit facts in support of a client’s case. - <i>Litigation examples: identify sources of information/facts that support legal and factual theories of the case; draft written discovery requests, including document requests, interrogatories, and requests for admission; plan and conduct witness interviews and depositions.</i> - <i>Transactional examples: understand and identify the potential areas of due diligence relevant to a client’s transaction; identify and interview parties in connection with a transaction; read and understand corporate documents.</i>
2. Legal research and analysis	<ul style="list-style-type: none"> - Analyze facts and identify legal issues. - Identify scope of legal research needed commensurate with client’s and supervising attorney’s needs. - Conduct cost-effective legal research using available print and computerized tools. - Locate “on-point” authority as well as persuasive authority to support creative lines of argument on client’s behalf. - Identify, update and check validity of authority.
3. Problem-solving	<ul style="list-style-type: none"> - Identify the client’s legal and practical problem(s). - Take ownership of the client’s problem and the attorney’s role in solving it.

Exhibit B

	<ul style="list-style-type: none"> - Generate multiple alternative solutions and strategies to solve client’s problem within legal and ethical boundaries. - Adjust strategies as new information comes to light.
II. Communication – Written and Oral	
4. Objective analysis	<ul style="list-style-type: none"> - Draft clear and concise letters, memoranda, and emails explaining legal analysis and conclusions. - Convey complex information clearly, avoiding legal and technical jargon. - Employ appropriate tone for audience, including client, supervising attorneys, opposing counsel, and third parties, consistent with case strategy.
5. Advocacy	<ul style="list-style-type: none"> - Draft persuasive motions, pleadings, and briefs, at trial and/or appellate levels, organized in a logical and effective manner. - Speak articulately, precisely, and persuasively on behalf of client in court and non-court settings. - In a litigation practice, make professional court appearances on behalf of client; argue trial and appellate motions, understanding different techniques for each; examine witnesses; deliver opening and closing arguments. - In a non-litigation practice, effectively advocate for client’s interests in administrative or transactional settings.
6. Negotiation	<ul style="list-style-type: none"> - Negotiate with opposing counsel to reach agreement that achieves client objectives. - Employ empathy and active listening to arrive at solutions that meet multiple parties’ objectives. - Identify, understand, and draft essential parts of a contract (including commercial contracts, settlement contracts, etc.) to memorialize a solution to client’s problem. - Review and provide effective comments on a contract or agreement, in redline form and/or in an e-mail.
III. Case/Project Management	
7. Personal work management	<ul style="list-style-type: none"> - Track and manage project deadlines, including deadlines imposed by contracts, court rules, court orders, and/or supervising attorneys. - Manage time and caseload effectively and efficiently.

Exhibit B

	<ul style="list-style-type: none"> - Complete tasks independently while meeting team goals.
8. Collaboration/teamwork	<ul style="list-style-type: none"> - Delegate and communicate assignments clearly to others; seek clarification on assigned tasks. - Take ownership for project and understand how delegated assignments work into overall team goals. - Provide prompt responses to requests from co-workers and updates to supervising attorneys. - Treat all co-workers with fairness and respect, including legal administrative and support staff.
IV. Practice Management and Professionalism	
9. Client service and counseling	<ul style="list-style-type: none"> - Responsive, effective, prompt, and respectful oral and written communications with client (and/or supervising attorneys in service of a client’s problem). - Regular and timely updates to client (and/or supervising attorneys in service of a client’s problem). - Apprise client of various options. Provide advice and predictions where appropriate, but avoid imposing own values.
10. Understand and work within the Rules of Professional Conduct	<ul style="list-style-type: none"> - Understand and articulate rules governing attorneys and legal service providers. - Apply rules to solve problems in practice.
11. Business of law and practice management	<ul style="list-style-type: none"> - Understand basic accounting practices. - Understanding the pricing of legal services and alternative fee arrangements to the “billable hour.” - Manage fees and costs as appropriate per case per client. - Identify appropriate marketing and practice development opportunities.
12. Networking/client development	<ul style="list-style-type: none"> - Identify opportunities to meet new people and develop connections. - Engage in events or activities to develop and strengthen connections.

Exhibit C

Sample Course Load for Praxis Certificate Alone (*Praxis credits in italics*)

First Year:

Contracts - 5
Torts - 5
Crim - 3
LWI - 3
Property - 4
Civ Pro - 5
Legislation - 3
LW2 - 2

Second Year:

Evidence - 3
Con Law - 4
International Law - 3
LW3 - 1
Strategic Problem Solving - 3
Commercial Law - 3
Negotiations - 2
Employment Relationships - 3
Bus Orgs - 4
LW4 - 3

Third Year:

A2J - 4
Tax - 3
Remedies - 3
Family Law - 3
Administrative Law - 3
Clinic - 3
Externship - 4
Practice and Professionalism - 3
Seminar - 2

Total Credits: 87

Total Praxis Credits: 28 (24 required)

Sample Course Load for IP and Praxis Certificate

First Year:

Contracts - 5
Torts - 5
Crim - 3
LWI - 3
Property - 4
Civ Pro - 5
Patents - 3
LW2 - 2

Second Year:

Legislation - 3
Con Law - 4
Bus Orgs - 4
Copyright - 3
LW3 - 1
What Every Lawyer Should Know About
Business - 1
Trademark and Unfair Competition - 3
IP Clinic - 3
Negotiations - 2
Strategic Problem Solving - 3
LW4 - 3

Third Year:

Evidence - 3
Remedies - 3
IP Trial Ad - 3
IP Strategies - 3
Tax - 3
IP Seminar - 2
Practice and Professionalism - 3
Administrative Law - 3
International IP - 3

Total Credits: 87

Total IP Credits: 26 (20 required)

Total Praxis Credits: 25 (24 required)