

# *Access2Practice* **Legal Externship Program – Summer 2019**

## **Information and Application Packet**

Chicago Kent has long recognized that classes and textbooks alone are not sufficient to complete the education of our students and their transformation into lawyers. Students also need practical experience in real-world legal work to gain insight into the strategic and ethical dimensions of the legal profession and to acquire skills not accessible in the traditional classroom.

Some students gain experience when they are hired as law clerks. But most students don't have access to paid or volunteer positions in a legal setting of their choice and/or those that expose them to what they want to learn.

*Summer 2019 Access2Practice (A2P)* is a 4-credit-hour Pass/Fail program which enables 2Ls and 3Ls to extern in a wide variety of legal practice areas and gain exposure to and mentoring in an area of law of their choosing.

*A2P* externships are offered in Fall and Spring semester, as well as in Summer.

***Tuesday, May 28, 2019 - Thursday, July 18, 2019: Summer Access2Practice***

The program consists of two separate components:

### Fieldwork:

During the summer session, students must work **32 hours** a week at their fieldwork placement for a minimum total of **256 hours**. In addition, externs maintain weekly activity and time reports as well as journals based on their fieldwork experience.

### Class:

Perspectives in Lawyering

A series of classes meet in the Summer session on **Tuesdays** from 12:00 p.m. - 1:55 p.m. Classes will focus on different practice areas and the often complex and unpredictable realities at the core of the actual practice of law.

## **To Obtain a Legal Externship Placement:**

The program does not assign students to particular field placements. Instead a student must first independently obtain an externship placement before applying to participate in and register for *A2P*. Each placement is independent and external to the law school and will have its own independent selection and screening process.

*Summer A2P* differs from Fall/Spring in that summer externs have a much greater choice of placements. While school year extern placements are almost exclusively in the public interest and governmental areas, *Summer A2P* includes many private placements in law firms and corporate legal departments. The large number of private placements results from our recruiting alums who wish to serve as extern supervisors / mentors and have the ability / experience to teach skills and provide sufficient experiential learning opportunities to students. Each placement and supervisor has first been screened and approved by Chicago-Kent law school's Externship Screening Committee before being included in our program.

## **Simplicity – Digital Database for Externship Placement Postings:**

The greater Chicagoland area offers a wide range of externship placements. To gain access to specific available externship opportunities, students must consult *Simplicity*. To search on *Simplicity*, click on “Jobs”, and then “Position Type”. Several drop-down boxes will appear listing categories of postings. Search any category that might be applicable, e.g., “Access2Practice Legal Externships”, “Internships”, “Volunteer Internships”, “Fall Volunteer Internships”, “Spring Volunteer Internships”, etc.

\**Summer 2019 A2P* approved *private* placements are listed in a special section in *Simplicity*: **Access2Practice Private Sector Summer**. Those placement opportunities will all be posted online **by Monday, February 25, 2019**, and are unpaid “**For Credit Only**” placements. See “Types of Placements” (3.) below.

Certain externship/volunteer listings will be marked “**For Credit Only**” – meaning that a student cannot extern at that placement **unless** he/she is **formally enrolled** as a participant in Chicago-Kent’s *A2P* Legal Externship Program.

Many postings in *Simplicity* – other than those with our designated private placements – will give you the option of either applying to volunteer or convert that volunteer opportunity into a for-credit externship.

On rare occasions, lawyers/firms independently access *Simplicity* and place postings that have not been screened, approved, or endorsed by the law school. These are not valid placements for the purposes of *A2P*.

### **Types of Placements for Summer:**

#### **1. Governmental and Public Interest Sectors**

Placement sites include all county, city, state and federal legislative and executive offices. Students interested in criminal law, for example, can extern in the various county offices of the State’s Attorney or Public Defender, or in the federal offices, U.S. Attorney’s Office or Federal Defender. Students interested in civil law placements can extern with the City of Chicago Department of Law, Office of the Illinois Attorney General, Illinois Commerce Commission, U.S. Department of Homeland Security, Internal Revenue Service, U.S. Environmental Protection Agency (EPA), Financial Industry Regulatory Authority (FINRA), Securities & Exchange Commission (SEC), and Equip for Equality, as well as many others.

Externships with a legal aid bureau, legal assistance program or organization, and certain governmental agencies may enable a student to acquire a 711 student practice license and appear in court.

Externing in a public interest placement also counts toward fulfilling some of the required course work in public interest law for the J.D. Certificate in Public Interest Law.

#### **2. Private/For Profit Law Firms and In-House Corporate Legal Departments**

To receive credit for externing with a private legal placement, be it a law firm or corporate legal department, both the placement and the proposed attorney supervisor must have been formally approved by the Chicago-Kent Externship Screening Committee. These private firms and corporations are listed in *Simplicity* under *Access2Practice Private Sector Summer*.

On occasion, a student may wish to do a for-credit legal externship with a private legal placement which has not been screened and pre-approved. If so, that student must first contact Prof. Gross to determine whether the placement is eligible. As approval is not assured, such applications must be submitted to Prof. Gross as quickly as possible to ensure sufficient time for review by the Externship Screening Committee.

### 3. **Summer A2P Approved Private Placements on Simplicity**

You must apply **independently and directly** to the posted placements. Because this is a **competitive** process, consider applying as soon as possible and don't hesitate to apply for more than one placement. Applications will be considered on a **rolling basis**. Please do not apply for one of these placements unless you are interested in it and wish to accept it.

If you have been selected and extended an offer by one of these participating private placements, for reasons of fairness and efficiency you must either accept/reject the offer within 3 business days after it has been extended to you. Placements need to make selections as efficiently and quickly as possible. A placement offer rejected by one student will allow another student(s) to benefit from this opening.

If you receive an offer from Placement A when you are still in consideration for Placement B, you may certainly contact B, explain that you have received an offer and need to respond. But it is important that placement A know of your decision within the prescribed time allotment.

### **To Enroll in the A2P Program:**

When you accept an offer to extern for credit, you must also schedule an **interview** with **Professor Gross** and submit the attached *A2P Application* in a timely manner. **No application will be accepted** if you have **not** had a **prior interview** with **Professor Gross**.

Applications to register for *A2P Legal Externship Summer 2019* must be submitted to Professor Gross (Room 617) or Suzanne (Room 618) no later than **Monday, May 6, 2019**.

### **Externship Restrictions:**

Regardless of the type of externship placement you accept:

- You **cannot** simultaneously volunteer/work for pay in another legal position during the term of the session.
- You **cannot** withdraw after you have accepted an offer to extern. It is unprofessional and unacceptable to decline to honor your commitment. Failure to comply with this rule is an ethical violation.

### **You Cannot Extern for a Current Employer Nor Can You Receive Pay For Doing a For-Credit Externship.**

*A2P Legal Externship* is an experiential educational program. An employer/employee relationship is financial; you do what the employer needs and wants rather than what the law school deems educationally appropriate. For this reason, the American Association of Law Schools (AALS) does not allow you to get paid and receive school credit for doing the same work.

## **Legal Externship for a Second Semester.**

You may do two semesters of LEP. If you are in a public sector/public interest placement, you can continue for a second semester with the timely approval of your current supervisor/lawyer and Prof. Gross. You may also choose a different placement for a second externship.

But if you are in a private for-profit placement, you **cannot** continue in the same placement beyond one semester.

### **Contact:**

If you have any questions or concerns, contact Professor Gross ([vgross@kentlaw.iit.edu](mailto:vgross@kentlaw.iit.edu)), Director of the *A2P* Legal Externship Program, or Suzanne Blaz ([sblaz@kentlaw.iit.edu](mailto:sblaz@kentlaw.iit.edu)).

# *A2P Legal Externship Program*

## **Summer 2019 Application**

Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Work Phone \_\_\_\_\_

\_\_\_\_\_ Cumulative GPA \_\_\_\_\_

Expected Date of Graduation: \_\_\_\_\_ Student ID No. \_\_\_\_\_

Have you been in the Legal Externship Program before? \_\_\_\_\_

If yes, which semester and for whom did you extern? \_\_\_\_\_

Law School Division: \_\_\_\_ Day \_\_\_\_ Evening

Which office has extended you an offer to extern? \_\_\_\_\_

\_\_\_\_\_

Name of Proposed Attorney Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Approximate Start Date: \_\_\_\_\_

**Please attach your Resumé and Unofficial Transcript**

*Applications must be submitted to and approved by Professor Gross by Monday, May 6, 2019*