

Washington University Law

FALL 2020/SPRING 2021 TIMELINE FOR OUT-OF-TOWN EXTERNSHIPS

Thursday, February 13	Information session for all out-of-town externships (12:00 pm – 1:00 pm) – Room 204 Registration opens at 1:00 pm
Thursday, February 27	Registration for priority placement closes
Wednesday, March 4	Students notified about acceptance into externships

EXTERNSHIP REGISTRATION LINK

The link to register for out-of-town externships can be found at: <https://intranet.law.wustl.edu/students/experiential-learning/clinics-and-externships/clinical-registration-process/>

To register, click on the link above. Go to Clinical Registration Information - Out-of-Town Externships - Registration. You will be required to submit a resume, transcript, and statement of interest. Please make sure you have all of these documents available when you register.

CLINICAL PROGRAM EXPERIENCE GUARANTEE/PLACEMENT PRIORITY RULE

CLINICAL EXPERIENCE GUARANTEE: Washington University School of Law guarantees every interested J.D. student at least one law clinic or externship experience during his or her second or third year of law school. To be eligible, students must apply during the prior spring registration process.

PLACEMENT PRIORITY RULE: 3L students have first priority for clinical courses. Although we cannot necessarily meet all student choices of law clinic or externship, our application review process seeks to accommodate these selections.

DROPPING AN OUT-OF-TOWN EXTERNSHIP

Because of the lengthy process involved in placing students in appropriate externship offices, students are strongly discouraged from dropping the course once they have been accepted. Dropping an externship should not be viewed like dropping a regular course, as another student's ability to be placed is jeopardized and the program's reputation with the placement office is harmed when a student changes his/her mind.

A student will not be allowed to drop any externship without good cause and the instructor's permission after May 1, 2020.

ST. LOUIS-BASED LAW CLINICS AND EXTERNSHIPS

Registration for St. Louis area law clinics and externships will open Tuesday, March 17, 2020, and will close for priority placement on Tuesday, March 31, 2020. For more information, see the last pages of this packet.

LIMIT ON NON-LAW CLASSROOM CREDITS

Credits from externships count toward the 19 maximum credits a J.D. student can take in non-law classes and law classes without a classroom component. However, law clinics and clinical practicum courses do **not** count against this limit.

INFORMATION FOR NON-U.S. CITIZENS

Students in the United States on an F-1 Visa are required to submit a Curricular Practical Training (CPT) authorization form to the University's Office for International Students and Scholars (OISS) and obtain that office's approval prior to beginning any externship. The "Curricular Practice Training for Externships" authorization form can be found at: <http://intranet.law.wustl.edu/wp-content/uploads/2018/11/CPT-Request-Externships.pdf>.

QUESTIONS

Email any registration questions to k.oflynn@wustl.edu.

CONGRESSIONAL AND ADMINISTRATIVE LAW EXTERNSHIP

The Congressional and Administrative Law Externship places law students in a semester-long clinical experience in Washington DC. This externship is open to J.D. students in their third-year or second semester of their second year of law school.

In the Congressional and Administrative Law Externship, students have the opportunity to learn first-hand about the practice of law in the nation's capital. Students spend the Fall or Spring semester in Washington, D.C., working under the direction of attorneys in a variety of government offices and not-for-profits.

PROGRAM OFFERS

Students learn about the legislative and agency process and the development and application of federal law through hands-on experience while also able to explore career opportunities unique to the nation's capital.

Placements have included:

- Department of Justice
- Department of Labor
- Department of Homeland Security
- Securities and Exchange Commission
- Federal Communications Commission
- House and Senate Judiciary Committees
- Senate Commerce Committee

REQUIREMENTS

- Admission to the externship is by application only through submission of a pre-registration form, resume, and transcript.
- Student and instructor collaborate during the semester preceding the externship in applying for a position to a Congressional office, administrative agency, or non-profit organization for a placement. Admission to the course does not guarantee the student a placement.

PRE-/CO-REQUISITES

Third-year students taking the externship in their final semester of law school must have completed a course from the ethics curriculum before starting the program. It is also recommended that students interested in a Congressional placement have taken a course in legislation, and those interested in placement with an administrative agency should have taken Administrative Law. Students are also encouraged, as preparation, to have taken courses in the subject area of the agency in which they will be placed.

THE BOTTOM LINE

- Students work 15 weeks at their placement to earn 12 academic credits. This course is graded credit/no-credit.
- Credits from this course count toward the 19 maximum credits a J.D. student can take in non-law classes and law classes without a classroom component.

INFORMATION FOR NON-U.S. CITIZENS

Non-U.S. citizens should note that most federal government offices will only consider externs who are U.S. citizens.

For more information:

Professor Hilary Von Rohr

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<https://intranet.law.wustl.edu/students/experiential-learning/clinics-and-externships>

INTERNATIONAL JUSTICE & CONFLICT RESOLUTION EXTERNSHIP

This full-semester externship abroad provides students with an opportunity to learn international law and practice, conflict resolution theory and practice, and advocacy while working with lawyers practicing before international courts and tribunals, international judges, and lawyers in international conflict resolution and advocacy offices.

Students are placed with courts, international organizations, and governmental and non-governmental offices. Placements may include international tribunals, such as the International Criminal Tribunal for the former Yugoslavia (ICTY), the International Criminal Court (ICC), the International Court of Justice, the Special Court for Sierra Leone, and the Extraordinary Chambers in the Courts of Cambodia (ECCC), and the supreme appellate or constitutional courts of foreign States, such as India, Israel, and Ghana.

Multiple students also have interned with the UN offices such as the Human Trafficking Office in Bangkok, and nongovernmental organization offices that engage in conflict resolution and advocacy, such as the Beijing Arbitration Commission, the Australian Centre for International Commercial Arbitration in Sydney, Earthrights in Chiang Mai, the Legal Aid Bureau and Legal Resource Centre in Durban, South Africa; and FIDA in Accra, Ghana.

TYPICAL ACTIVITIES

- Legal research and writing
- Fact investigation
- Interviewing and counseling
- Negotiation and dispute resolution
- Litigation
- Policy making in international arenas

REQUIREMENTS

Enrolled students are required to attend a pre-trip orientation. During the semester, students are required to work on a full-time basis (40 hours per week, for a minimum of 13 weeks); for 10 credits, students must work a minimum of 520 hours; for 11 credits, 572 hours; and for 12 credits, 624 hours. Students must produce a minimum 10-page final paper. In addition to required readings and required experiences, students are required to submit weekly progress reports and reflective journals.

PRE-/CO-REQUISITES

In most cases, students must apply directly to tribunals, courts, and other agencies for acceptance before enrolling in this course. Preference for placement with international courts and tribunals will be given to students who have taken courses (or have comparable experience), such as International Criminal Law, War Crimes Seminar, International

Human Rights Law, and/or International Law. Preference for placement with international legal services, conflict resolution, and advocacy organizations will be given to students who have taken (or have comparable experience), such as US & Comparative Dispute Resolution, Mediation Theory & Practice, Multi Party/Public Policy Dispute Resolution, Arbitration, International Business Transactions, and/or International Human Rights Law.

THE BOTTOM LINE

- Enrollment is limited to a maximum of 6 students per semester; acceptance on an ad hoc basis.
- The course is graded on a credit/no credit basis.
- There is no final exam.
- This course is 10 to 12 credits.

Note: Credits from this course count toward the 19 maximum credits a J.D. student can take in non-law classes and law classes without a classroom component.

For more information:

Professor Karen Tokarz
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(314) 935-6414

Professor Leila Nadya Sadat
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(314) 935-6411

<https://intranet.law.wustl.edu/students/experiential-learning/clinics-and-externships>

NEW YORK REGULATORY AND BUSINESS EXTERNSHIP

The New York Regulatory and Business Externship places law students in a semester-long clinical experience in New York City.

The externship gives students the opportunity to learn firsthand about the practice of business entities and their regulation in the nation's financial capital. The externship allows third- and second-year students to spend the semester in New York and work under the direction of attorneys in a variety of non-profit, government, and in-house counsel offices that have an emphasis on business associations and regulation. Examples of potential student placements include the Financial Industry Regulatory Authority (FINRA), New York Attorney General's Office, and the in-house counsel's office of business organizations. These externships expose students to nonprofit and business associations, as well as their regulatory environments, and help them gain a level of experiential training that will allow a more successful transition to practice. Through their externships, students gain practical and technical experience from client representation and work with regulators in the various placements.

PROGRAM OFFERS

- First-hand learning about the practice of business associations and their regulation under the mentorship of practicing attorneys;
- Improved lawyering skills such as research, writing, legal analysis, fact investigation, communication, negotiation, and advocacy;
- Integration of prior learning in law school with the practice of law;
- Exposure to legal and business ethics in context;
- Development of an understanding of workplace issues such as time management, workplace culture, professionalism, teamwork, and receiving feedback;
- Experiential training designed to assist with career placement; and
- Promotion of self-directed, lifelong learning.

REQUIREMENTS

- Admission to the externship is by application only through submission of a pre-registration form, resume, and transcript.
- Student and instructor collaborate during the semester preceding the externship in applying for a position in a legal office. Admission to the course does not guarantee the student a placement.

PRE-/CO-REQUISITES

- Pre-requisite: Corporations.
- Students are encouraged to take courses in the subject area of their placement.

THE BOTTOM LINE

- Students work full-time over 15 weeks at their placement site and receive 12 academic credits. The externship is graded on a credit/no credit basis.
- Credits from this course count toward the 19 maximum credits a J.D. student can take in non-law classes and law classes without a classroom component.

INFORMATION FOR NON-U.S. CITIZENS

Non-U.S. citizens should note that most federal government offices will only consider externs who are U.S. citizens.

For more information:

Professor Robert Kuehn

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(314) 935-5706

<https://intranet.law.wustl.edu/students/experiential-learning/clinics-and-externships>

SEMESTER-IN-PRACTICE EXTERNSHIP

The Semester-in-Practice (SIP) Externship is an innovative program that empowers students in their third year or second semester of their second year to gain hands-on professional experience anywhere outside the St. Louis area. Through the externship program, students earn academic credit by spending a semester working full time for a nonprofit, government, or in-house corporate law office in the location of their choice. Students work directly with an attorney/field supervisor at their placement site and will receive oversight at the law school from a faculty supervisor.

TYPICAL ACTIVITIES

The precise activities will vary by placement, but students will have the opportunity to engage in various areas of lawyering practice, such as interviewing, counseling, investigation, drafting, negotiation, litigation, or settlement.

Placements have included:

- Federal Judges
- Government Offices (SEC, etc.)
- Public Defenders Office
- Non Profits
- Wikimedia
- Lululemon
- ACLU of Northern California

REQUIREMENTS

Externs must work 40 hours per week for 15 weeks at their placement to earn 12 academic credits.

Students must also:

- Identify a possible placement site
- Participate in a pre-semester orientation
- Meet weekly with faculty supervisor via telephone
- Complete weekly reflective journal entries and time sheets.

Admission to the externship is by application only. Students preregister for the externship, and final selections are made based on an interview, faculty recommendations, statement of interest, and demonstrated academic achievement. Both the student and placement site must receive approval.

PRE-/CO-REQUISITES

- Pre-Requisites: A course from the ethics curriculum.
- Courses relevant to the subject matter of the placement are highly recommended.

THE BOTTOM LINE

- The course is graded on a credit/no credit basis.
- There is no final exam.
- This is a 12-credit course.

Note: Credits from this course count toward the 19 maximum credits a J.D. student can take in non-law classes and law classes without a classroom component.

INFORMATION FOR NON-U.S. CITIZENS

Non-U.S. citizens should note that most federal government offices will only consider externs who are U.S. citizens.

For more information:

Professor Mary Perry

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(314) 935-7828

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Course	Congressional & Administrative Law Externship	International Justice & Conflict Resolution Externship	New York Regulatory & Business Externship	Semester-in-Practice Externship
Law Faculty	Hilary Von Rohr	Karen Tokarz Leila Nadya Sadat	Robert Kuehn	Mary Perry
Case Focus	Congressional & Administrative Law in Washington, D.C.	Conflict Resolution	Business & Regulation	Varied; determined by student's interest
# of credits	12	10-12	12	12
# of work hrs./week	40 hours for 15 weeks	40 hours/week for 13-16 weeks	40 hours for 15 weeks	40 hours for 15 weeks
Semesters offered	Fall/Spring	Fall/Spring	Fall/Spring	Fall/Spring
Grading	Credit/no credit	Credit/no credit	Credit/no credit	Credit/no credit
Typical Activities	<p>CONGRESSIONAL</p> <ul style="list-style-type: none"> • Prepare for and attend congressional hearings, committee votes, & briefings • Draft talking points & speeches for members of Congress • Analyze pending legislation • Meet with interest groups on pending legislation <p>ADMINISTRATIVE</p> <ul style="list-style-type: none"> • Conduct legal research & writing • Help prepare for & sit in on depositions & witness interviews • Participate in the administrative rule-making process • Draft pleadings, memoranda of law, and discovery <p>NOT-FOR-PROFITS</p> <ul style="list-style-type: none"> • Activities are usually a combination of those described above 	<ul style="list-style-type: none"> • Legal research and writing • Fact investigation • Interviewing and counseling • Negotiation and dispute resolution • Litigation • Policy-making in international arenas 	<ul style="list-style-type: none"> • Research • Writing • Legal analysis • Client interviewing • Negotiation • Advocacy 	<ul style="list-style-type: none"> • Varies; a student can create an externship opportunity (outside the St. Louis area) at a nonprofit, government, or in-house corporate law office that practices in the subject-matter area that interests the student
Requirements	<ul style="list-style-type: none"> • Students review goals and office assignments with faculty supervisor four times during the semester • Students are required to write a series of papers during the semester • Must be a 2L (Spring) or 3L (Fall or Spring) 	<ul style="list-style-type: none"> • For 10 credits, students must work a total of 520 hours; for 11 credits, 572 hours; and for 12 credits, 624 hours • Produce a minimum 10-page final paper • Required readings and biweekly progress reports and reflective journals • Attend a pre-trip orientation 	<ul style="list-style-type: none"> • Student and instructor collaborate during the semester preceding the student's placement in applying for a position 	<ul style="list-style-type: none"> • Identification of a possible placement site • Pre-semester orientation • Weekly conferences with faculty supervisor • Weekly reflective journal entries • Virtual class meetings with other SIP students may also be required • Must be a 3L or second-semester 2L
Pre-/Co-Requisites	<p>Pre-requisite: Course from the ethics curriculum</p> <p>Recommended: Courses relevant to the subject matter of the placement</p>	<p>Recommended: placement with international courts/tribunals will be given to students who have take courses such as International Criminal Law, War Crimes Seminar, International Human Rights and/or International Law.</p> <p>Recommended: placement with Intl Legal services, conflict resolution, and advocacy organizations will be given to students who have taken US & Comparative Dispute Resolution, Mediation Theory & Practice, Multi Party/Public Policy dispute Resolution, Arbitration, International Business Transactions and/or International Human Rights Law.</p>	<p>Pre-requisite: Corporations</p>	<p>Pre-requisite: Course from the ethics curriculum</p> <p>Recommended: Courses relevant to the subject matter of the placement</p>

St. Louis Based Clinics and Externships (Registration for these clinics/externships will begin March 17, 2020)

Appellate Clinic

Students in the APPELLATE CLINIC represent pro se litigants in cases to be heard on appeal in federal or state courts. Students handle all aspects of the appeal, including motions, filings, and briefs, and one student argues each case. This clinic calls for extensive research and writing. This clinic is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Children's Rights Clinic

The CHILDREN'S RIGHTS CLINIC represents children involved in Missouri's care and protection, delinquency, and education systems. As law students certified under Missouri Supreme Court Rule 13, clinic students serve as counsel or guardian ad litem in a variety of different court and administrative proceedings that address legal matters such as termination of parental rights, guardianship, adoption, orders of protection, delinquency, and school discipline. As part of their representation, students participate in client interviewing and counseling, case investigation, discovery, legal research and writing, and negotiation. Because the Clinic focuses on holistic representation, students spend much of their time performing tasks such as visiting with clients in their placements and attending family support team and other meetings. Students also engage with a variety of community partners including the Missouri Children's Division, juvenile courts, school districts, law enforcement agencies, and service providers. The Children's Rights Clinic is taught by Professor Kathryn Banks. This clinic is offered in Fall 2020 and Spring 2021, students will earn 6-8 credits.

Civil Rights & Community Justice Clinic

The CIVIL RIGHTS & COMMUNITY JUSTICE CLINIC introduces students to civil rights practice and dispute resolution from a community-based perspective. The Clinic focuses on housing, education and consumer discrimination, and on municipal court reform, including discrimination in fines, fees, bail and driver's license suspensions. Clinic students provide individual representation for low-income clients with housing, foreclosure, education, consumer, and municipal court claims, in collaboration with two key community legal services providers that protect and advance the civil rights of individuals in these client groups: Legal Services of Eastern Missouri (LSEM) and St. Louis Equal Housing & Opportunity Council (EHOC). Professor Karen Tokarz teaches this course. This clinic is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Criminal Justice Clinic

The CRIMINAL JUSTICE CLINIC has a long-standing collaborative relationship with the St. Louis County division of the Missouri State Public Defender System. In this clinic, law students engage in extensive criminal defense practice for indigent defendants. Working hand-in-hand with faculty and public defenders, students investigate crime scenes, interview witnesses, consult experts, conduct preliminary hearings, and take criminal depositions. Law students also handle misdemeanor and juvenile trials as first-chair lawyers and serve as second-chair lawyers in felony trials. Professor Peter Joy teaches this clinic, which is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Entrepreneurship and Intellectual Property Clinic

The ENTREPRENEURSHIP AND INTELLECTUAL PROPERTY CLINIC (EIP) presents law students with unique opportunities to address transactional matters and provide advice to clients on a full spectrum of intellectual property and business law issues. Students address a wide range of patent, copyright, trademark, and business formation matters. Clients range from small startup entities to community and educational groups. Professors Jonathan Smith and Tore Gianino teach this clinic. The clinic is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

First Amendment Clinic

The FIRST AMENDMENT CLINIC supports freedom of expression and enhances student understanding of the First Amendment by providing legal assistance for organizations, students, journalists, and citizens defending and advancing First Amendment issues and government transparency. Clinic students will participate in client interviewing and counseling, case investigation and discovery, legal research and writing, and litigation of client matters in federal and state courts. The clinic is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Government Lawyering Externship

The GOVERNMENT LAWYERING EXTERNSHIP provides the opportunity for students to work with attorneys in the Criminal and Civil Divisions of the United States Attorney's Offices for both the Eastern District of Missouri and the Southern District of Illinois. Students in the Criminal Division gain exposure to all facets of criminal investigation and prosecution, including fact investigation, drafting charges, discovery, motion practice, trial preparation, and appellate work. Students in the Civil Division engage in a variety of litigation-related activities, including interviewing witnesses, drafting and responding to pleadings and discovery requests, and researching and writing motions, memoranda, and appellate briefs. Adjunct Professor Amany Hacking teaches this externship course, which is offered in Fall 2020 and Spring 2021. Students will earn 4-6 credits.

Immigration Clinic

The IMMIGRATION CLINIC provides real lawyering experience on immigration matters such as naturalization, adjustment of status, deportation, and asylum. Students assist persons in disputes with the U.S. Citizenship and Immigration Services and Immigration and Customs Enforcement, including possible appearances before the Immigration Court. The objective of this clinic is to help students learn from their lawyering experiences how to handle immigration matters affecting low-and moderate-income persons. Professor Katie Meyers teaches this clinic which is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Interdisciplinary Environmental Clinic

The INTERDISCIPLINARY ENVIRONMENTAL CLINIC (IEC) represents non-profit groups, communities, and individuals who are pursuing legal action to protect the environment and community health, but cannot afford the legal representation and scientific expertise this requires. While providing pro bono legal and technical services to environmental and community organizations in the greater St. Louis area, the IEC simultaneously trains law students to handle complex legal cases, enables non-law students to apply their specialized fields to legal and policy issues, and teaches all students to communicate effectively and work productively in an interdisciplinary setting. The IEC is taught by Liz Hubertz and Tara Rocque and offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Judicial Clerkship Externship

In the JUDICIAL CLERKSHIP EXTERNSHIP, students work as part-time law clerks under the supervision of state and federal trial and appellate judges in Missouri and Illinois. Students conduct extensive legal research; draft legal memoranda and opinions for cases before the courts; and observe hearings, trials, and other court proceedings. They receive structured, hands-on exposure to civil and criminal litigation from the judicial perspective. Students also develop advanced legal research and writing skills, participate in the judicial decision-making process, and critically observe practitioners and judges. Professor Robert Kuehn oversees this program. This externship is offered in Fall 2020 and Spring 2021. Students will earn 3-4 credits.

Lawyering Practice Externship

LAWYERING PRACTICE EXTERNSHIP (LPE) students learn advocacy and transaction skills working under the supervision of field supervisors in government law offices or legal departments of organizations. Students have the opportunity to engage in various phases of lawyering practice, including interviewing, counseling, investigation, drafting, negotiation, litigation, and settlement. Depending upon the placement, externs work on civil, criminal, lawmaking, or policymaking matters. Professor Mary Perry directs this externship program, which is offered in Fall 2020 and Spring 2021. Students will earn 3-4 credits.

Low Income Taxpayer Clinic

LOW INCOME TAXPAYER CLINIC (LITC) provides students with the opportunity to develop real-life lawyering skills as they work as student attorneys under faculty supervision on tax-related legal issues. Students will assist low-income taxpayers in disputes with the Internal Revenue Service (IRS), including possible appearances before the Tax Court. The students' primary experience will be to perform the tasks of advising or advocating on behalf of low-income taxpayer clients. Professor Sarah Narkiewicz directs this clinic, which is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Post-Conviction Relief Clinical Practicum

POST-CONVICTION RELIEF CLINICAL PRACTICUM provides students with instruction in the law and policies governing post-conviction relief in capital and life without parole cases coupled with lawyering experience in handling ongoing cases in Missouri and other capital jurisdictions. The majority of the student's course time will be spent working with the instructors, practicing attorneys in the field, on capital cases. This hands-on legal work will provide students with the opportunity to develop lawyering skills such as interviewing, fact development and analysis, problem solving, legal research and writing, organization and management of legal works, and professionalism. The Practicum is taught by Adjunct Professors Jennifer Merrigan and Joseph Perkovich and offered in Fall 2020 and Spring 2021. Students will earn 4-6 credits.

Prosecution Clinic

Students in the PROSECUTION CLINIC have the opportunity to handle, or assist experienced prosecutors in handling, the prosecution of state-level crimes in the City of St. Louis while also gaining exposure to the legal and ethical problems that prosecutors face in practice. The Clinic operates out of the City of St. Louis Circuit Attorney's Office (in the Carnahan Courthouse in downtown St. Louis) and is co-directed by Krista Boston, Violent Crimes Unit Leader, and Christopher Hinckley, Chief Warrant Officer. Students in the Prosecution Clinic will work on cases with other prosecutors in the Circuit Attorney's Office, as assigned by the Clinic's co-directors. This clinic is offered in Fall 2020 and Spring 2021. Students will earn 6-8 credits.

Note: The clinics listed above are anticipated to be offered on the semesters noted. Some changes may occur at a later time.