

# *Access2Practice* Legal Externship Program – SPRING 2023

## 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.

*Spring 2023 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 the Fall semester and Summer session as well.

***Tuesday, January 17, 2023 – Friday, April 28, 2023: Spring Access2Practice***

The program consists of two separate components:

**Fieldwork:** During the Spring semester, students must work **16 hours** a week at their fieldwork placement for a minimum total of **224 hours**. Due to Covid restrictions, whether the fieldwork will be totally onsite, remote, or a hybrid will be determined at that time. 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 Spring semester on **Wednesdays** from 4:00 p.m. - 5:30 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 A2P, which requires submission of this application form and a meeting with Professor Gross for approval in order to register. Each placement is independent and external to the law school and will have its own independent selection and screening process.

The greater Chicagoland area offers a wide variety of externship placements. The large majority of opportunities are in the public sector only. To gain access to available externship placement possibilities, students should consult *I2twenty*. To search for a position, filter the 'Type of job' category to one of the "Access2Practice Legal Externships," or "Volunteer Internships" / "Internships" categories.

Certain externship/volunteer listings will be marked "**For Credit Only**" – meaning that a student cannot extern at that placement **unless** they are **formally enrolled** as a participant in Chicago-Kent's A2P Legal Externship Program.

On rare occasions, lawyers/firms independently will place postings that have not been screened, approved, or endorsed by the law school. These are not valid placements for the purposes of A2P unless screened by a faculty committee and approved by Professor Gross.

## Types of Placements for Spring:

### 1. Governmental and Public Interest Sectors

Externships are available with many public interest legal organizations and departments. Externing in a public interest placement is required for those students seeking to obtain the J.D. Certificate in Public Interest Law.

Placement sites include county, city, state and federal legislative and executive offices. For example, students can extern in county offices of the State's Attorney and Public Defender, the Office of the U.S. Attorney, 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, Financial Industry Regulatory Authority (FINRA), and the Securities & Exchange Commission (SEC).

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

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

For many important reasons, a more limited number of private placements are available in the Spring (as opposed to Summer *Access2Practice* LEP). The private firms and in-house corporate legal departments that have been formally screened and approved are listed in *12twenty* as **For Credit Only** opportunities.

## Other Opportunities As For-Credit Legal Externship:

If you have located or obtained an internship or volunteer position not listed on *12twenty*, but are looking to convert that opportunity into a for-credit Legal Externship, you must first contact Professor Gross via email to discuss that possibility. Then, you will submit the attached Legal Externship Program Application. No application will be approved if you have not first contacted Professor Gross.

If you want guidance or suggestions about finding the right externship position for you, please contact Professor Gross via email ([vgross@kentlaw.iit.edu](mailto:vgross@kentlaw.iit.edu)).

## 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 approved for registration if you have **not** had a **prior interview** with **Professor Gross**.

Applications to register for *A2P Legal Externship Spring 2023* must be submitted to Professor Gross ([vgross@kentlaw.iit.edu](mailto:vgross@kentlaw.iit.edu); cc [sblaz@kentlaw.iit.edu](mailto:sblaz@kentlaw.iit.edu)) no later than **Tuesday, January 3, 2023**.

## **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 semester.
- 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. To continue as a legal extern for a second semester, you must first obtain approval from Professor Gross.

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.

However, if you are in a private for-profit placement, you are generally limited to one semester only with that specific placement.

## **Withdrawal from LEP:**

Again, **after** you have begun your externship through LEP, you **cannot** then **withdraw**. Your acceptance to extern and subsequent registration in the program constitutes a commitment. It signifies to your externship supervisor, placement, and to the law school that you will complete your externship in a satisfactory and professional manner. Failure to honor your commitment before the semester has ended is unprofessional and unacceptable.

## **Contact:**

If you have any questions or concerns, contact Prof. 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*

## **Spring 2023 Application**

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

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

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

Expected Date of Graduation: \_\_\_\_\_ Preferred Pronoun \_\_\_\_\_ 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 & approved by Professor Gross on or before Tuesday, January 3, 2023*