

CLINICS, JUDICIAL INTERNSHIPS AND SUPERVISED FIELDWORK PROGRAMS

2023 SUMMER PROGRAMS

Responding to a substantial expression of interest by students and the successes enjoyed during the last twenty summer sessions, the Law School will again offer a variety of clinical, judicial internship and supervised fieldwork placements during the 2023 summer session. These are accredited programs and are offered in addition to the array of regular Law School courses scheduled for the summer. The goal is to make these programs as accessible as possible to students who would like to do an internship in addition to any other activities they have planned for the summer. In the typical summer session 70 - 80 students (including many rising 2Ls) participate in an accredited internship.¹

Programs that we expect to be available are described in the pages which follow. Once student interest is determined, Professor Hammer will confirm placements and arrangements with each student on an individual basis. The regular summer session tuition (\$ 1,965 per credit) is applicable to these placements.

EARLY PLACEMENT PROCESS

Placements can be arranged at any time between now and the beginning of the summer session. However, Professor Hammer will begin making early placements in early March. **If you wish to take advantage of early placement, please file the attached application at Professor Hammer's office in Eckstein Hall Suite 453 by 4:00 p.m. on Monday, February 27, 2023. Early placement is highly recommended because most internships fill quickly.** For several of our programs we must contend with competition from students attending other law schools who are also seeking summer internship opportunities in the Milwaukee area. Marquette wants to secure as many of these internship placements as possible for MULS students and early placement can accomplish that.

The summer session offers some flexibility for participating students. Placements are not compartmentalized into one of the two summer sessions that are used for other courses. This means that time at the field site can be spread over a longer period of time (May 22 to early August). In most instances scheduling is flexible to accommodate both the agency and the student. **Students are expected to be in residence at their internship site for a minimum of eight weeks over the course of the summer. It is expected that interns will start their summer internships during the week of May 22, 2023 when various orientation programs will be scheduled.**

¹ More than 75% of recent graduates participated in at least one internship and many completed more than one. On an annual basis the total enrollment of students in the fall, spring and summer internship programs is close to 300.

News and Announcements About the 2023 Summer Term Internship Program

1. **COVID-19 Update.** Though we still find ourselves in the midst of a pandemic, the Law School is fortunate that all internship placements that were in place prior to COVID-19 are now once again actively participating in the internship program. Most are now fully in-person experiences; some offer a mix of in-person and remote experiences; a few are exclusively remote experiences (though that could change as we continue to emerge from the pandemic).
2. The new **Restorative Justice Clinic**, which made its debut in the 2023 spring semester, will be offered during the 2023 summer term.
3. The **Law and Entrepreneurship Clinic** will be offered during the summer session. For the 2023-24 academic year the LEC will be restructured into a one-semester experience (replacing its current two-semester format).
4. We continue the process of reactivating the **Judicial Internships at the Milwaukee County Circuit Court**. These internships were suspended when COVID-19 first struck and the Courthouse was closed to in-person proceedings. In the 2022 spring term the placements in the **Felony Division** of the Circuit Court were reactivated. In the 2023 spring term our placements in the **Civil Division** of the Circuit Court were reactivated. During the 2023 summer session placements will thus be available with judges in both the Felony and Civil Divisions of the Circuit Court.
5. Responding to increased interest in one-semester prosecutor internships, the Law School has expanded the number of such placements. During the 2023 summer term, positions will be available in the District Attorney's Offices in Racine, Ozaukee, Sheboygan, Fond du Lac, and Washington Counties. Students with an interest in interning in any other prosecutor's office should contact Professor Hammer to explore this option.
6. Recent additions to the Supervised Fieldwork Program will be available in the summer term. These include internships at Milwaukee World Festivals (which produces Summerfest), the University of Wisconsin General Counsel, and the Wisconsin Legislative Council.
7. **Wisconsin's Revised Student Practice Rule.** The Wisconsin Supreme Court has adopted a new Student Practice Rule for our state, which took effect on July 1, 2021. Under the new rule a law student can be certified for student practice once he or she has completed the 1L curriculum as prescribed for full-time students. The rule authorizes students to make supervised court appearances, negotiate on behalf of a client, and counsel and give legal advice. *See* Wisconsin Supreme Court Rules Chapter 50. The Law School will certify all qualifying interns under the rule if their placements offer student practice experiences.

EXPERIENTIAL LEARNING CREDITS

The Law School's internship programs (clinics, judicial internships and supervised fieldwork externships) offer multiple opportunities for earning the experiential learning credits that are required of all students who commenced the study of law on and after August 15, 2015. In that regard, please note the following passage from Marquette University Law School Academic Regulations § 201(6)(c):

Students commencing the study of law on or after August 15, 2015 must complete a minimum of six credits in experiential courses. Students may satisfy this requirement by completing six or more credits in the following types of courses:

Advanced Legal Research Courses
Workshops
Clinics
Supervised Field Placements
Judicial Internships – Appellate
Judicial Internships – Trial – Federal Trial Courts Only

CREATING YOUR OWN INTERNSHIP

Sometimes a student will arrange to do his/her own summer internship with a court, governmental agency, or nonprofit providing legal services with which the Law School does not have an ongoing clinical arrangement. Some of these may qualify for academic credit if they meet the requirements imposed upon the Law School by its accrediting agencies. You should confer with Prof. Hammer to discuss the availability of credit for such special placements. During the typical summer, several MULS students do these special internships for credit (many of which are with courts or governmental agencies in other parts of the country or in Wisconsin locations that are remote from Milwaukee). There is a place on the application form to indicate these special Judicial Internship and Supervised Fieldwork Program placements. Internships for academic credit are not available with for-profit institutions, including private law firms.

CAN YOU PARTICIPATE IN A SUMMER INTERNSHIP AND ALSO PARTICIPATE IN THE SUMMER STUDY PROGRAM IN GIESSEN, GERMANY?

The answer is “yes.” Summer internships require a student to be in residence at his/her internship site for a minimum of 8 weeks. Summer session internships begin during the week of May 22, 2023. Thus, a student could complete his or her internship residency requirement in time to participate in the Law School’s Summer Study Program in Giessen, Germany which begins on July 16, 2023. **Note: Students who participate in the summer Law & Entrepreneurship Clinic and in the summer Mediation Clinic are not able to participate in the Giessen program because these clinics will still be in session at the time the Giessen program begins.**

PROGRAM PREREQUISITES AND SELECTION CRITERIA

In order to participate in one of the Clinics, Judicial Internships or Supervised Fieldwork Programs, students must be in good academic standing (*i.e.*, not on academic probation) and must have completed the 1L curriculum. Many programs also have prerequisites or co-requisites. These requirements are designed to assure that participants have the background necessary for meaningful participation in an internship. Prerequisites and co-requisites are included in the descriptions of placements that follow in this application packet or on the application form itself.

The goal of the placement process is to match applicants with internships in which they have expressed a high priority interest and in which they have the best opportunity for an optimal internship experience. Among the factors considered in the award of placements are the following: the program priorities identified by the applicant on the application form, the applicant’s preparedness for the internship(s) for which he/she has applied (including completion of specified minimum credits, satisfaction of any prerequisites or co-requisites, and overall academic performance to date), the applicant’s proximity to graduation, the opportunity an applicant has already had to participate in an internship and the quality of his/her performance therein, any relevant experiences as revealed on the applicant’s resume, and information provided in the optional personal statement that applicants are invited to furnish with their resumes (see application form for details on how to furnish a personal expression of interest in a particular internship).

INTERNSHIP OPPORTUNITIES FOR “RISING 2Ls”

Some internships require specialized training before students are ready to undertake participation in them. Prerequisite courses are examples of such specialized training. However, many judicial internships and supervised fieldwork programs only require completion of 28 credits; those who are just finishing their 1L year thus qualify for these programs.

Many rising 2Ls have successfully participated in judicial internships at the Wisconsin Supreme Court, at the Wisconsin Court of Appeals, and at the federal trial courts (United States District Courts). Likewise, many rising 2Ls have been admitted to one of the many Supervised Fieldwork Program internships that do not have specialized requirements beyond completion of the 1L curriculum, *e.g.*, AIDS Resource Center (formally known as Vivent Heath), Legal Aid Society, Legal Action of Wisconsin, Catholic Charities Legal Services for Immigrants, Disability Rights Wisconsin, Wisconsin Department of Justice (Office of the Attorney General), the Milwaukee City Attorney’s Office, the Milwaukee County Corporation Counsel, Medical College of Wisconsin Risk Management Office, and many others.

DO YOU HAVE TIME TO PARTICIPATE IN A SUMMER INTERNSHIP?

Summer internships are akin to part-time jobs. They take place over a flexible span of time (late May through early August). Most are offered for 2 credits and require a time commitment of 120 hours spread over the course of at least 8 weeks in residence at the internship site. [The limited number of 3-credit internships require a time commitment of 180 hours spread over the course of at least 8 weeks in residence.] When the math is done, that translates into about 15 hours per week for a 2-credit internship (a few less if time in residence is extended beyond 8 weeks) and 22.5 hours per week for a 3-credit internship (a few less if time in residence is extended beyond 8 weeks). **The amount of time devoted to the internship is to be evenly distributed across the weeks in residence such that interns work the same approximate number of hours each and every week.** Even though this time commitment is substantial, participating students still have considerable additional time to take another summer session course or to engage in summer employment. The flexibility of summer internships also makes them more accessible to those part-time students who may have a little more “give” in their schedules during the summer. **You should carefully note any scheduling advice for particular internships that is included in these application materials.**

TRANSACTIONAL LAWYERING

The Law School's internship programs have traditionally offered multiple opportunities for obtaining practical experience on the "litigation" side of lawyering. The internship program now offers a number of placements that focus more on the "transactional" side of lawyering. Students with an interest in the latter may wish to consider the following summer placements:

1. Blood Center of Wisconsin Office of Corporate Counsel
 2. Marquette Law and Entrepreneurship Clinic
 3. Milwaukee City Attorney's Office (offering opportunities for both transactional and litigation experience)
 4. Milwaukee County Corporation Counsel (offered opportunities for both transactional and litigation experiences)
 5. Milwaukee County Economic Development Division
 6. Milwaukee County Parks Department Office of Contracts Manager
 7. Milwaukee World Festivals General Counsel
 8. University of Wisconsin System General Counsel
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PUBLIC INTEREST LAWYERING

In its statement of institutional learning outcomes, the Law School states among its aspirations that, upon graduation, the Marquette lawyer "will recognize the challenges confronting the poor, marginalized, and under-represented in society, consistent with the Jesuit mission."² The Law School's program of Clinics and Supervised Fieldwork Programs is designed to strongly support that mission while at the same time providing rich opportunities for students to acquire such vital lawyering skills as client interviewing, fact investigation and analysis, problem solving, written and oral communication, legal research, *etc.*

The many public interest internships offered in the summer include the following:

1. Marquette Law & Entrepreneurship Clinic
2. Mediation Clinic
3. Restorative Justice Clinic
4. Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
5. Supervised Fieldwork: Central Wisconsin Community Law

² "Learning Outcomes: Marquette University Law School" (adopted by Law Faculty in 2016).

PUBLIC INTEREST LAWYERING (continued)

6. Supervised Fieldwork: Centro Legal
 7. Supervised Fieldwork: Disability Rights Wisconsin
 8. Supervised Fieldwork: Legal Action of Wisconsin
 9. Supervised Fieldwork: Legal Aid Society of Milwaukee
 10. Supervised Fieldwork: Wisconsin State Public Defender Appellate Division
 11. Supervised Fieldwork: Wisconsin State Public Defender Juvenile Division
(Milwaukee)
 12. Supervised Fieldwork: Wisconsin State Public Defender Trial Division (Racine and
Waukesha Trial Division Offices)
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WISCONSIN STUDENT PRACTICE RULE

Marquette is fortunate to be located in a state that offers law students an opportunity to work on their litigation skills and to get real courtroom experience while they are still in school. The Wisconsin Student Practice Rule provides that students may make supervised court appearances as part of their internships if they are certified for student practice under the Rule. To qualify for certification, a student must be in good academic standing and must have completed the IL curriculum as prescribed for full-time students. Completion of a student practice internship can be a valuable credential on a student's resume, especially if the student will be pursuing employment opportunities that involve litigation (either civil or criminal).

Student Practice Rule internships at Marquette that will be offered during the summer session include the following:

1. Supervised Fieldwork: District Attorney Offices in Fond du Lac County, Ozaukee County, Racine County, Sheboygan County and Washington County
2. Supervised Fieldwork: Wisconsin State Public Defender Trial Division Offices in Racine and Waukesha Counties
3. Supervised Fieldwork: Central Wisconsin Community Law
4. Supervised Fieldwork: Centro Legal (handling family law and misdemeanor defense matters)
5. Supervised Fieldwork: Legal Action of Wisconsin
6. Supervised Fieldwork: Legal Aid Society of Milwaukee (downtown office)

WISCONSIN STUDENT PRACTICE RULE (continued)

7. Supervised Fieldwork: Legal Aid Society Guardian ad Litem Division
8. Supervised Fieldwork: Milwaukee City Attorney's Office (prosecuting cases in the Milwaukee Municipal Court)
9. Supervised Fieldwork: Milwaukee County Corporation Counsel
10. Supervised Fieldwork: Milwaukee County District Attorney CHIPS/TPR Unit (handling cases involving abused or neglected children)
11. Supervised Fieldwork: Wisconsin State Public Defender Juvenile Division in Milwaukee (handling juvenile delinquency cases)

The Student Practice Rule also authorizes supervised client counseling and supervised negotiating. Opportunities for these kinds of activities are also available in many of the Law School's clinical placements.

INTERNSHIP OPPORTUNITIES FOR THE PART-TIME STUDENT

The Law School is committed to making its Clinics, Judicial Internships and Supervised Fieldwork Programs broadly available to qualified students, including those attending law school on a part-time basis. Achieving this goal can be challenging with respect to those part-time students who have substantial commitments outside the Law School during normal daytime business hours. Most courts, government agencies, and public interest law offices at which the Law School has established clinical programs close for the day at about the same time part-time students with daytime employment are available to participate in clinical work.

Despite these challenges, there are a number of placements within the clinical program that can accommodate part-time students who have a little flexibility in their daytime work schedules. The following are recommended for the consideration of those with that flexibility:

- Mediation Clinic
- Judicial Internship: Wisconsin Supreme Court
- Judicial Internship: Wisconsin Court of Appeals
- Judicial Internship: U. S. District Court

- ❑ Judicial Internship: Milwaukee County Circuit Court Criminal & Civil Divisions
- ❑ Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
- ❑ Supervised Fieldwork: Legal Action of Wisconsin
- ❑ Supervised Fieldwork: Legal Aid Society
- ❑ Supervised Fieldwork: Medical College of Wisconsin Office of Risk Management
- ❑ Supervised Fieldwork: Wisconsin Association of School Boards
- ❑ Supervised Fieldwork: Wisconsin Department of Safety & Professional Services
- ❑ Supervised Fieldwork: Wisconsin Elections Commission
- ❑ Supervised Fieldwork: Wisconsin Legislature Office of Rep. Evan Goyke
- ❑ Supervised Fieldwork: Wisconsin National Guard Staff Judge Advocate

Part-time students with questions about these or any other components of the clinical curriculum should see Professor Hammer.

TRAVEL EXPENSES

A few of the internship programs may require regular travel to Madison or certain other locations like Waukesha, West Bend, Port Washington, Racine, Kenosha, Fond du Lac, Green Bay and Chicago. To assist students in financing the cost of required travel, the Dean has generously approved a partial mileage reimbursement plan. Details will be provided to those who are selected for participation in these programs.

COMPENSATION

There is no monetary compensation for participation in the programs described in this registration packet.

LIABILITY RELEASE AND WAIVER

The Law School does not require participation in an internship program as a requirement for the award of the Juris Doctor degree. Students thus participate in internships as a voluntary curricular choice.

In order to be placed into an internship, an applicant must execute a standard “Liability Release and Waiver” form that has been developed by the Office of General Counsel of Marquette University. A copy of the form is attached to the internship application (see page 45) and must be executed and filed with the application in order for a student to be considered for an internship placement.

GUIDANCE AVAILABLE ON ENROLLING IN AN INTERNSHIP PROGRAM

If you should have any questions whatsoever about summer Clinics, Judicial Internships or Supervised Fieldwork Programs, please see me. My office is located in Suite 453 on the fourth floor of Eckstein Hall. The telephone is (414) 288-5359. The e-mail address is thomas.hammer@marquette.edu. Guidance is also available from Professor Anne Kearney, who also has an office in Suite 453. Her telephone number is (414) 288-4450 and her email address is anne.kearney@marquette.edu.

Perhaps the best resources about these programs are current or recent participants. They will be happy to answer your questions.

Professor Hammer

LAW AND ENTREPRENEURSHIP CLINIC

(3 CREDITS)

***EARLY APPLICATION BY FEBRUARY 27, 2023
STRONGLY RECOMMENDED***

The Marquette Law and Entrepreneurship Clinic will operate as a full-service summer clinic during the 2023 summer session. Under the leadership of the clinic director, Professor Nathan Hammons, the clinic provides pro bono legal services to startup businesses and entrepreneurs in southeast Wisconsin with a focus on clients who lack access to the traditional legal marketplace. Students participate under the Wisconsin Student Practice Rule to counsel clients on transactional matters, such as business entity selection and formation, corporate governance, funding, business contracts, employment issues, licenses and permits, basic intellectual property matters, and real estate. The clinic is designed to advance Marquette University's mission of fostering personal and professional excellence, developing ethical and informed leaders, and service to others.

The clinic will operate for 9 weeks in the 2023 summer session commencing during the week of May 22, 2023. During the program students will meet with, interview, and provide transactional legal services to clients under the supervision of the clinic's director or local attorneys who are assisting the clinic. The clinic is physically located in offices at the Law School.

Students will also meet in person each week in a classroom setting at a time to be determined in consultation with the participants. During that time, they will receive practical skills training and instruction in substantive legal areas. Topics will include client interviewing and counseling, document drafting, business negotiations, governmental filings, legal research and writing, issue spotting, client risk management, and law practice management. Students will also engage in "case rounds" (discussions about active client matters).

Credits: 3

Time Commitment: 120 hours (not including the classroom component), spread over the course of 9 weeks

Graded: Satisfactory/Unsatisfactory

Prerequisite: Business Associations

Prerequisite or Summer Term Co-Requisite: Law Governing Lawyers

LEC Clinic Note # 1: The clinic will strongly prefer students who have completed at least one course (in addition to Business Associations) in an applicable substantive area (e.g., business planning, commercial law, contract drafting, corporate finance, employment law, federal taxation, intellectual property, real estate law, or securities regulation).

LEC Clinic Note # 2: In the 2023-24 academic year, the LEC will be offered twice: once in the fall semester and again in the spring semester. It will no longer operate as a two-semester program as was previously the case. Students who participate in the summer LEC clinic are not eligible to participate in the LEC clinic that will offered in the fall and spring semesters of the 2023-24 academic year.

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Scheduling Note for the LEC: In addition to the weekly class meeting, Professor Hammons will also ask each student to pick a two- hour period sometime in the week for office hours. Client meetings, conference calls, *etc.*, occur at mutually agreeable times throughout the week, typically during normal business hours.

Learning Objectives of the Law & Entrepreneurship Clinic

Broadly speaking, the LEC's primary learning objective is to train each student to perform as a competent, entry-level transactional attorney. More specifically, each student will be expected to perform competently in the following areas at the conclusion of the clinical experience:

- **Professionalism.** The student:
 - Identifies ethical issues and raises them with the LEC Director
 - Demonstrates ethical behavior and integrity
 - Demonstrates respect and concern for clients
 - Maintains professional relationships with clients and colleagues
 - Practices within the scope of the student's ability
 - Asks for help when needed

- **Interviewing.** The student:
 - Prepares for a client interview
 - Asks informed and relevant questions
 - Structures the interview effectively
 - Obtains complete and accurate information from the client
 - Develops professional rapport with the client

- **Counseling.** The student:
 - Communicates effectively, using non-technical language
 - Helps the client understand relevant law and options
 - Keeps the client informed throughout the project
 - Provides work product that meets the client's expectations and needs

- **Legal Analysis and Judgment.** The student:
 - Identifies the client's concerns and legal needs
 - Identifies facts relevant to the problem or opportunity
 - Conducts comprehensive and accurate legal research
 - Analyzes legal issues objectively using relevant facts and law
 - Identifies real-world implications of legal advice and practical solutions for the client

MEDIATION CLINIC

(2 CREDITS)

***EARLY APPLICATION BY FEBRUARY 27, 2023
STRONGLY RECOMMENDED***

In the Small Claims Pro Se Litigant Mediation Clinic, second and third year law students mediate actual civil cases in the Milwaukee County Circuit Court Small Claims Division. Under the supervision of an experienced mediator, students serve as third party neutrals in real cases in which the parties are not represented by counsel. The Clinic meets from 8:30 a.m. to 1:00 p.m. on Mondays from May 22, 2023 through July 31, 2023. It does not meet on May 29 (Memorial Day). At the present time all mediations are being conducted remotely and it is anticipated that this medium will continue to be used throughout the summer. All students in the Clinic must participate in a weekend of mediation training at the beginning of the internship on dates to be announced by Clinic Director Antoinette Vacca.

The mediation clinical experience gives students the opportunity to develop listening and problem-solving skills as well as the opportunity to work directly with persons facing a variety of legal, social, and economic problems. The clinic is designed to advance Marquette University's Jesuit mission of service to those in need by assisting small claims litigants who are struggling without professional representation in court.

The **learning objectives** of the Mediation Clinic include:

- Understanding the dynamics that lead to conflicts;
- Understanding alternative dispute resolution (ADR) processes;
- Understanding how ADR processes work in the court system;
- Understanding one's own conflict style and listening style;
- Developing enhanced communication and active listening skills;
- Facilitating negotiations and building advanced negotiation skills;
- Developing and implementing problem-solving strategies;
- Working directly with pro se litigants to resolve conflicts.

Enrollment is limited to students who have completed 28 credits.

Prerequisites: None.

Graded: Satisfactory/Unsatisfactory

RESTORATIVE JUSTICE CLINIC

(2 CREDITS)

***EARLY APPLICATION BY FEBRUARY 27, 2023
STRONGLY RECOMMENDED***

The Restorative Justice Clinic is the experiential component of Marquette's Andrew Center for Restorative Justice. This is an in-house Law School clinic designed by Professor Janine Geske for which academic credit is awarded and which is comprised of both an academic component and a fieldwork component.

The official course description for the clinic is as follows:

RESTORATIVE JUSTICE CLINIC: Under the direction of the professor, Restorative Justice clinical students will help design and implement restorative approaches to assist Milwaukee academic, governmental and community groups address specific challenges. For example, students may work with prosecutors' offices, judges, police, and teachers. Additionally, students will assist in the creation and implementation of specific victim/offender dialogues in serious crimes. Clinical students will also be responsible for researching some of the issues arising in the context of the clinic.

CREDITS: 2

TIME COMMITMENT: 120 hours (including time spent in the classroom component and working on class-related projects)

PREREQUISITES: None. Limited to students who have completed 28 credits. Preference will be given to students who have completed the Restorative Justice course.

GRADED: Satisfactory/Unsatisfactory

OBJECTIVES OF RESTORATIVE JUSTICE CLINIC: The students will study and develop clinical skills to conduct restorative justice processes such as victim/offender dialogue sessions, victim impact panels, healing circles, listening circles, *etc.* They will learn leadership skills in program development, consensus building and system development. By the conclusion of the clinical experience, each student will better:

- Understand the impact of crime and of our criminal justice on victims and communities.
- Know the various restorative justice procedures and techniques utilized by different entities.
- Design restorative justice systems to meet the needs of the group. *Continued*

- Develop training programs to teach others to be facilitators in restorative processes.
- Recognize the impact that restorative justice processes can have on offenders who are appropriately held accountable for their crimes.
- Understand the empowering and healing nature of restorative justice processes on victims/survivors who want to participate.
- More effectively apply restorative techniques in his or her own personal and professional relationships.
- Do presentations before community groups that are interesting and informative on new theories.
- Demonstrate leadership in the community on new solutions to problems of crime and discrimination.

PROSECUTOR CLINIC PUBLIC DEFENDER CLINIC

The Prosecutor Clinic and the Public Defender Clinic do not operate during the summer session. They will resume operations during the 2023 fall semester.

JUDICIAL INTERNSHIP PROGRAMS

Judicial Internship programs are grouped into two categories: Appellate Courts and Trial Courts. Each of these popular programs offers students an opportunity to participate in the work of the judiciary through assignment to a specific appellate or trial court chambers. For those who might consider clerking after graduation, this is an opportunity to get a glimpse at what clerking entails; this is especially true in the appellate court programs and in the federal trial court programs. For others, the chance to be a working member of a court staff and to observe first-hand the business of judging can be an invaluable educational experience that helps prepare them to function effectively in the courts as practicing lawyers.

There is a classroom component to the judicial internship programs that will meet several times during the summer to cover material relevant to the work of judicial interns. These meetings will be scheduled once participating students have been identified. The meetings will not overlap with any regularly scheduled summer session classes.

A student may participate in both the Appellate Courts program and the Trial Courts program, though not at the same time.

EDUCATIONAL OBJECTIVES OF THE JUDICIAL INTERNSHIP PROGRAM

While the experience of each judicial intern will vary depending upon the type of court in which the student works and the judge/justice to whom the student is assigned, the Judicial Internship Program is intended to afford each of its participants the following educational opportunities:

- Exposure to new substantive areas of the law (or exposure to familiar areas of substantive law but at a more sophisticated level)
- An understanding of the court system in which the student works and the procedures utilized to advance cases through that system
- An immersion in the law of procedure (civil, criminal or appellate)
- Refinement of legal research skills
- Enhancement of legal writing skills
- Exposure to the process of judicial decision-making and an understanding of those attributes of effective lawyering that materially advance the position of litigants before the court

JUDICIAL INTERNSHIP: APPELLATE COURTS

(2 credits)

EARLY APPLICATION BY FEBRUARY 27, 2023 STRONGLY RECOMMENDED

For the 2023 summer session appellate internships are available with several Justices of the Wisconsin Supreme Court and with the judges of District I (Milwaukee) and District II (Waukesha) of the Wisconsin Court of Appeals.

Credits: 2

Duration of Internship: One Semester

Time Commitment: 120 Hours (including time spent in the
class meetings)

Grade: Satisfactory/Unsatisfactory

Prerequisite: Civil Procedure

Limited to students who have completed 28 credits.

Special Notes on Appellate Court Placements

(a) **Wisconsin Supreme Court.** The summer session of the Judicial Internship at the Wisconsin Supreme Court spans two phases of the Court's annual schedule. During the early weeks of the summer session the interns may assist the Justices and their law clerks in the substantial work of completing the Court's written decisions that will be released before (or shortly after) the term of the Court concludes at the end of June. Once work on the opinions for the concluding term is finished, the interns refocus their attention to helping the Justices prepare for oral arguments that will take place when a new term of the Court begins in August; the interns in this phase of their internship typically research and write bench memoranda for their assigned Justices. Supervisory feedback is received primarily from the assigned justice's law clerk. **Notes: (1) As we continue to emerge from the pandemic, this internship looks like it will have both in-person components (involving periodic travel to Madison no more than once per week) and remote components with the exact mixture of those components established by each Justice's Chambers. (2) A student participating in the Wisconsin Supreme Court judicial internship may not simultaneously be employed in a law-related position. (3) Because much of the student work in this program may be done remotely, several part-time students have successfully participated in the Supreme Court Judicial Internship.**

(b) **Wisconsin Court of Appeals.** This internship is principally a legal analysis and writing experience, as students generally work on draft opinions for the judges, although other research assignments and technical work on the court's opinions may be given. As in the supreme court internships, the intern's principal contact is the judge's law clerk. Placements are available with District I and District II of the court. District I is located in the Plaza East office tower at 330 East Kilbourn Avenue in downtown Milwaukee; District II is located just off interstate highway I-94 in Waukesha County. As we continue to emerge from the pandemic, this internship looks like it will have both in-person components and remote components with the exact mixture of those components established by each Judge's Chambers.

JUDICIAL INTERNSHIP: TRIAL COURTS

(2 credits³)

In the 2023 summer semester edition of the Judicial Internship: Trial Courts program, students will intern with a United States District Judge, a United States Bankruptcy Judge, or a Milwaukee County Circuit Court Judge assigned to hear felony cases or civil cases. Most of these internships are presently in-person experiences.

Credits: 2 (except that 3 credits are allocated to the internship at the Chambers of U.S. District Judge Conley in Madison)

Duration of Internship: One Semester

Time Commitment: 120 Hours (including time spent in the class meetings), except that 180 hours are required for the 3-credit internship at Judge Conley's Chambers

Grade: Satisfactory/Unsatisfactory

Limited to students who have completed 28 credits

Prerequisites for specific trial court placements are noted on the application form.

Special Notes on Trial Court Placements

United States District Courts. For the 2023 summer term, federal trial court placements will be available with United States District Judges for the Eastern District of Wisconsin with chambers either in Milwaukee or, in the case of Judge William Griesbach, in Green Bay. A summer internship will also be available with Judge William M. Conley who presides in the Western District of Wisconsin (Chambers in Madison). **Note: A student participating in a**

³ Three credits are allocated to the judicial internship at the Chambers of U.S. District Judge William Conley who sits in Madison. Two credits are allocated to all other trial court judicial internships.

United States District Court internship may not simultaneously be employed in a law-related position.

Special note regarding the placement with Judge

Conley in Madison: Interns for Judge Conley earn 3 academic credits. The time commitment is 180 hours spread over the course of at least 8 weeks. The intern will typically be expected to report in person at least twice per week.

Special note regarding the placement with Judge Griesbach

in Green Bay: Though judicial interns in this program will need to meet periodically (typically once per week) with the judge and his staff in Green Bay, the research and writing assignments that are a major component of this internship can be done locally. Judge Griesbach is generous in spending time with the students when they are in Green Bay and he is very accommodating with respect to the travel aspects of this internship.

Internships with the federal trial courts are principally research and writing experiences. Students work on opinions and orders and they perform such other research as may requested by the judge and the judge's clerks. They also observe proceedings in the courtroom when the judge is on the bench and proceedings in chambers when invited to do so. This internship is an excellent introduction to the workings of the federal district courts.

United States Bankruptcy Court. In this program students attend courtroom hearings, chambers proceedings, and Sec. 341 hearings before the U.S. Trustee. They also perform such research and writing on issues in bankruptcy law as may assigned by the court. This internship is particularly useful for those with an interest in creditor-debtor law. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

SPECIAL NOTE ON TRIAL COURT JUDICIAL INTERNSHIPS IN THE MILWAUKEE COUNTY CIRCUIT COURTS

The Law School's expansive set of judicial internships with the Circuit Court of Milwaukee County was suspended at the start of the 2020 summer session due to the COVID-19 pandemic. In the 2022 summer semester the Circuit Court program was partially re-opened with placements in the Felony Division. These criminal courts had resumed in-person operations and were once again conducting trials on a regular basis. These Felony Division internships will once again be in operation for the 2023 summer semester. We will also be offering placements with judges who preside in the Civil Division who have also resumed in-person proceedings.

Notes on Felony Division Internships: Milwaukee County Circuit Court internships in the Felony Division are not principally legal analysis and legal writing experiences, but rather are opportunities to develop litigation skills by active observation of proceedings in the courtroom and judge's chambers. The judges who participate in this program are generous in spending time with their interns to discuss the matters on the court's docket and the proceedings observed by the students, such as motion hearings, pretrial conferences, trials to the court or jury, *etc.* Some research and writing may be involved depending upon the needs of the judges. **A judicial internship in the Felony Division may be particularly attractive to those who intend to apply for placement in the Prosecutor Clinic and in the Public Defender Clinic for the 2023-24 academic year; these positions offer a great way to transition into the Milwaukee criminal justice system.**

Notes on Civil Division Internships: Our judicial internships in the Civil Division of the Milwaukee County Circuit Court were suspended with the onset of COVID-19. However, now that the judges are back in their courtrooms conducting most of their judicial business in person, the Civil Division placements have been reactivated. A Civil Division internship consists of two components: an in-court observation experience and a research/writing experience in which the interns work with the judges' law clerks in the preparation of various written decisions the judges will be issuing (many of them involving a variety of pretrial motions).

Scheduling Note for ALL Circuit Court Internships: Circuit Court internships are most valuable if a student is available to be at the court in 3-4 hour blocks of time. This allows for meaningful opportunities to observe court proceedings and those that occur in chambers. Circuit courts tend to have busier and more interesting calendars in the early part of the week; in many branches the Friday calendar can be somewhat light. Thus, **Fridays should ordinarily be avoided.** The circuit courts typically are out of session each day from 12:00 noon to 1:30 p.m. for lunch; **do not plan on scheduling internship hours during the lunch break.**

SUPERVISED FIELDWORK PROGRAMS

(2 credits unless noted otherwise)

EARLY APPLICATION BY FEBRUARY 27, 2023
STRONGLY RECOMMENDED

The Supervised Fieldwork Program was established by action of the Law School faculty in January, 1986. It is designed to offer students an opportunity for experiential learning in a wide variety of governmental agencies and in public interest organizations that provide legal services to those who are poor, marginalized, or otherwise underrepresented in society. Students work under guidance from agency lawyers and under the general supervision of faculty members. The program is designed to provide practical learning experiences in virtually every area of law practice.

In contemporary legal education there is a significant emphasis on what is known as *experiential learning*. The legal profession expects that law school graduates will have already made substantial progress in the acquisition of critical lawyering skills. At Marquette, the opportunity for skills development occurs in multiple venues. One of those venues is the workshop curriculum. Another is the Supervised Fieldwork Program. In Supervised Fieldwork there are abundant opportunities (depending upon the particular program) for the acquisition of such critical skills as interviewing and counseling, fact investigation and analysis, problem solving, written and oral communication, dispute resolution, litigation advocacy, time and project management, legal research, *etc.* Importantly, the Supervised Fieldwork intern develops these skills in authentic settings: they are working on real cases involving real people under the direct supervision of practicing lawyers.

LEARNING OBJECTIVES ***OF THE SUPERVISED FIELDWORK PROGRAM***

While the experience of each Supervised Fieldwork Program intern will vary depending upon the nature of his/her placement, it is nonetheless possible to articulate the following statement of educational objectives that are generally applicable in every internship setting. It is anticipated that each intern will have the opportunity for:

- Exposure to new substantive areas of the law (or exposure to familiar areas of substantive law but at a more sophisticated level)
- An immersion in the law of procedure and in the legal and organizational processes employed by the agency to accomplish its work

- The acquisition of specific lawyering skills that are relevant to the particular internship and which are articulated at the outset and measured throughout the internship
- The development of the habit of reflection and continuous self-assessment of the intern's professional growth
- The acquisition of time management and planning skills
- The assessment of one's ability to work effectively in the legal profession and the development of one's confidence in his/her ability to do so
- The identification of ethical issues that arise in the internship setting and the methods for resolving those issues

General Requirements of the Supervised Fieldwork Program

Credits: 2 (unless noted otherwise)

Duration of Internship: One Semester

Time Commitment: 120 hours for 2-credit internships; 180 hours for 3-credit internships; 240 hours for 4-credit internships

Grade: Satisfactory/Unsatisfactory

Limited to students who have completed 28 credits

Other prerequisites/co-requisites are catalogued below in the "Special Notes" section.

NOTE: There is no weekly classroom component in the Supervised Fieldwork Program. Instead, students must be available for a few prescheduled group meetings which occur throughout the summer. The meetings will not overlap with any regularly scheduled summer session classes.

Special Notes on Supervised Fieldwork Program Placements

AIDS Resource Center. The AIDS Resource Center, officially known as Vivent Health, is the largest AIDS resource provider in the State of Wisconsin. The ARCW has several different locations across the state, but the largest office is located in downtown Milwaukee. In addition to legal services, ARCW provides numerous other services including medical care, dental care, mental health care, social services, housing services, *etc.* Website: <https://viventhealth.org>.

In this internship students assist staff lawyers in a variety of legal matters, including advance directives, discrimination in employment, housing and public accommodations, social security disability, insurance, guardianships, evictions and bankruptcies. Principal activities include interviewing clients, conducting legal research, document drafting, *etc.* *Prerequisite: Civil Procedure.*

Blood Center of Wisconsin Office of Corporate Counsel. For more than 65 years, the Blood Center of Wisconsin (www.bcw.edu) (now formally known as Versiti Blood Center of Wisconsin) has advanced patient care and scientific understanding. It has helped provide a safe supply of blood to hospitals and saved and enhanced lives through blood drives and the Wisconsin Donor Network and Wisconsin Tissue Bank. Its Diagnostic Laboratories help doctors detect rare diseases and the Blood Research Institute is continually discovering innovative new diagnosis methods, treatments and cures. It is part of the Versiti consortium.

This internship is under the direct supervision of the Executive Vice-President and Corporate Compliance Officer of the Blood Center of Wisconsin, whose office is located just two blocks west of the Marquette campus at 638 North 18th Street. Though the work of the Blood Center is medical in nature, this is **not** a health law internship. Rather, it is a **corporate counsel internship** providing interns a first-hand experience in the work of in-house counsel. Thus, the students will have an opportunity to work on such matters as contract management (including review, negotiation, execution and implementation of contracts), corporate governance, internal and external audit activities, mergers and acquisitions, regulatory compliance, etc. *Prerequisite:* Contracts. *Preferred but not required:* Business Associations and Contract Drafting.

Catholic Charities Legal Services for Immigrants. Catholic Charities is a nonprofit organization operating under the auspices of the Archdiocese of Milwaukee. The agency provides family-based immigration services, represents clients in removal proceedings, assists clients apply for asylum, helps victims of domestic violence obtain permanent residence under the Violence Against Women Act, and helps victims of crime to apply for “U” visas. Under the supervision of agency lawyers, the interns interview clients, assist in the preparation of relevant documents, research legal issues pertinent to immigration law, and perform such other case-related tasks as may be necessary. Some may attend or assist at immigration hearings. Though not required, knowledge of Spanish can be useful in this internship. *Prerequisite: Immigration Law preferred but not required. Catholic Charities lawyers will provide instruction on the aspects of immigration law relevant to this internship.*

Scheduling Note for Catholic Charities: The agency provides free consults throughout the day on Wednesday; many of these consults lead to intakes of new cases for the organization. Wednesdays are thus good days to be present in the office.

Central Wisconsin Community Law. Central Wisconsin Community Law is a non-profit law firm that provides adult criminal defense and juvenile delinquency defense to low-income clients. Though the firm is headquartered in central Wisconsin, this internship is venued in the firm’s Milwaukee office.

In this internship students can expect to assist staff counsel in the full range of activities associated with the defense of adult criminal cases and juvenile delinquency cases. Student experiences may include client intake and meetings, preparing motions and other court documents, discovery review, making a variety of supervised court appearances under the Wisconsin Student Practice Rule, and assisting supervising counsel in trial preparation and at

trials. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Centro Legal. Centro Legal is a nonprofit organization located on the south side of Milwaukee that provides low-cost legal services to low-income residents. At the present time the focus of the agency's work is upon family law litigation (representing victims of domestic violence in such proceedings as divorce, child custody and placement, *etc.*) and the defense of misdemeanor criminal cases. For the 2023 summer semester it is expected that the emphasis will be upon family law litigation. However, if a student is interested in working on the defense of misdemeanor cases, there should be opportunities for this kind of legal work as well. Students will be certified under the Wisconsin Student Practice Rule so that they may make on-the-record appearances in court on behalf of their clients. The majority of Centro Legal's clients are English speaking; knowledge of Spanish is not required. *Prerequisite: Any family law coursework is preferred but not required. For those with an interest in defending misdemeanor cases, Criminal Process is a prerequisite. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Disability Rights Wisconsin. Disability Rights Wisconsin is a private nonprofit organization that was founded in 1977. Designated by the Governor to ensure the rights of all state citizens with disabilities through individual advocacy and system change, DRW is part of a national system of federally mandated independent disability agencies. Its mission is to advance the dignity, equality, and self-determination of people with disabilities.

In this internship students assist agency lawyers with research, drafting pleadings, fair hearings, investigations, court actions, client interviews, policy and legislative advocacy, *etc.* More information about the work of DRW lawyers can be found at the agency's website: <https://disabilityrightswi.org>. *Prerequisites: None.*

Scheduling Note for Disability Rights Wisconsin: Agency staff members meet on Monday afternoons for their weekly strategy sessions. This is a great time for interns to be present.

Fond du Lac County District Attorney's Office. This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in Fond du Lac, Wisconsin (about 60 miles north of Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. Once certified under the Wisconsin Student Practice Rule the students will have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Scheduling Note for Fond du Lac DA: Fridays should be avoided.

Internal Revenue Service. This internship is actually with the Office of Chief Counsel for the United States Department of the Treasury. Student interns typically assist attorneys assigned to the Milwaukee office with pretrial assignments involving research, drafting opinions and memoranda, and general tasks associated with preparing cases for trial before the United States Tax Court. If the Tax Court is sitting during the internship, the students may have an active role in presenting cases to the Court. Other duties include assisting attorneys with reviewing the merits of refund litigation, furnishing legal advice necessary to protect and collect tax claims of the United States (which may involve matters pertaining to bankruptcy, administrative summonses, liens, levies, decedents' estates, *etc.*), and perhaps evaluating potential criminal tax prosecutions. *Prerequisite: Federal Income Taxation.* **Scheduling Note for IRS Internship:** Morning and early afternoon internship hours are recommended.

Legal Action of Wisconsin, Inc.: Legal Action of Wisconsin, with offices located in downtown Milwaukee, provides legal representation in discreet practice areas to low-income individuals and others to whom access to the justice system might otherwise be denied. Priority practice areas at Legal Action include landlord-tenant law, eviction defense, support services for veterans who are homeless or facing homelessness, consumer law, elder rights (including representation of elderly crime victims and victims of abuse), public benefits law [including assistance to disabled offenders about to be released from prison in obtaining Social Security Supplemental Income (SSI) benefits and Social Security Disability Insurance (SSDI)], and assisting those with barriers to employment (*e.g.*, criminal convictions, driver's license problems, traffic tickets, *etc.*) in removing those barriers.

Depending on agency requirements and intern interests, students may serve in a number of Legal Action's priority practice areas or concentrate in one area. Their activities can include case investigation, legal research, interviewing clients and witnesses, providing assistance with regard to matters in litigation, attending court proceedings, and drafting documents/briefs for the courts. *Prerequisite for all Legal Action internships: Civil Procedure.*

Informative Website: www.legalaction.org

Legal Aid Society of Milwaukee. For over 100 years the Legal Aid Society of Milwaukee has furnished a wide variety of civil legal services to low-income clients in the Milwaukee area. At its downtown office agency lawyers represent clients in diverse practice areas, including landlord-tenant, consumer/predatory lending, fraudulent practices involving mortgages, elder law, health law (including SSI disability and Medicare/Medicaid matters), legal problems confronting the homeless, tax and bankruptcy, mental health commitments, and certain civil rights actions.

At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, Legal Aid lawyers serve as guardians ad litem for children who are abused or neglected. They function in this capacity in Children in Need of Protection or Services ("CHIPS") cases and in Termination of Parental Rights ("TPR") proceedings.

Depending on agency requirements and intern interests, students may serve in a number of different service areas within LAS or concentrate in one area. Whether at the downtown office or at the Juvenile Justice Center, students assist Legal Aid Society lawyers in the full range of activities performed by those lawyers. Their activities can include case investigation, legal research, interviewing clients and witnesses, providing assistance with regard to matters in litigation, attending court proceedings, and drafting documents/briefs for both trial and appellate courts. *Prerequisite for all Legal Aid Society internships: Civil Procedure.*

Informative Website: <https://lasmilwaukee.com>

Special Information about Legal Aid Society Internships:

1. The application form allows students to apply for placement in one or more of Legal Aid's various divisions and to prioritize their preferences.
2. Interns on general assignment in the downtown office may have the opportunity to participate in client intake interviewing that typically occurs on Monday and Wednesday afternoons. This is a popular opportunity to work on interviewing skills and to become involved in client representation from the outset of the cases.
3. Interns assigned to the Guardian ad Litem Division at the Children's Court may have the opportunity to appear on the record in court once they are certified under the Wisconsin Student Practice Rule. Student Practice Rule licensing requires that the intern have already completed the 1L curriculum for full-time students. **Scheduling Note:** Fridays should be avoided in the Guardian ad Litem internship.

Medical College of Wisconsin Office of Risk Management. This is a **health law internship focused principally on health care provider liability.** The Medical College of Wisconsin employs over 1,000 physicians as members of its faculty. These doctors staff such medical facilities as Froedtert Hospital and Children's Hospital of Wisconsin. Lawyers in the College's Office of Risk Management, which is located in Wauwatosa, provide legal advice to physicians and to the College in matters involving allegations of medical negligence. They also provide legal advice intended to proactively prevent claims. The office responds to legal issues that may arise during the course of treatment, assists in the development of policy to minimize risk, and periodically addresses medical ethics concerns. If interested, students may also have the opportunity to work on legal issues affecting health care providers who encounter sex trafficking victims. *Prerequisites: None. Preference will be given to students who have completed Health Law or Health Care Provider Liability.*

Milwaukee City Attorney's Office. This internship is an **in-house counsel experience** offered in the practice context of local government law. The City Attorney functions as in-house counsel for the City of Milwaukee and the office's work involves both transactional lawyering and litigation-related activities. The large legal staff handles litigation on behalf of the City, provides legal advice and opinions to City officials, prepares and reviews City resolutions and ordinances,

drafts contracts and other legal documents, and prosecutes violations of City ordinances in the Milwaukee Municipal Court.

The City Attorney attempts to assign interns to practice areas in which the students express an interest. Students will be certified under the Wisconsin Student Practice Rule; this certification qualifies them to prosecute cases in the Milwaukee Municipal Court. **Several recent interns have been assigned to the unit that handles Municipal Court prosecutions.**

Prerequisite: Civil Procedure. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).

Scheduling Note for Milwaukee City Attorney: Fridays should be avoided.

Milwaukee County Corporation Counsel. This internship offers an opportunity for first-hand exposure to the practice of municipal law in the county government context. The Corporation Counsel acts as the legal advisor to the Milwaukee County Board of Supervisors and to the Milwaukee County Executive. This internship is thus an **in-house counsel experience**.

The Corporation Counsel prosecutes or defends all civil actions in which Milwaukee County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts county ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; handles protective placements and guardianships for “developmentally disabled and aged infirm persons,” and acts as general counsel for the County in all civil matters in federal and state courts and before federal, state and county administrative bodies and agencies.

In this internship students assist Corporation Counsel attorneys in a variety of practice areas. Their duties include the provision of such assistance as may be requested by attorneys handling the kinds of municipal law matters described in the preceding paragraph (including civil litigation, employment law matters, various transactional assignments, *etc.*). Students will be certified under the Wisconsin Student Practice Rule; this certification qualifies them to represent the County in mental commitment court hearings under Wis. Stat. ch. 51 and to appear on behalf of the County in employment matters before the Milwaukee County Personnel Review Board. *Prerequisites: None. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Milwaukee County District Attorney CHIPS/TPR Unit. At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, Milwaukee County Assistant District Attorneys prosecute cases involving children who are abused or neglected. The caseload includes Children in Need of Protection or Services (“CHIPS”) cases and in Termination of Parental Rights (“TPR”) proceedings. Students can expect to attend and participate in a variety of court proceedings in these cases and to assist in the preparation of various litigation documents, *e.g.*, CHIPS/TPR petitions, court orders, briefs, *etc.* There may also be the opportunity to gain deposition experience. Interns will be certified under the Wisconsin Student Practice Rule so that they can

make supervised court appearances on behalf of the State. *Prerequisite: Evidence. Preference will be given to applicants to have taken one or more juvenile or family law courses. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).* **Scheduling Note:** Mondays and Tuesdays are particularly good days on which to schedule time at the Milwaukee County District Attorney CHIPS/TPR Unit.

Milwaukee County Economic Development Division. The Milwaukee County Economic Development Division is responsible for disposition of surplus lands owned by Milwaukee County (through development agreements, restrictive deeds, options to purchase, *etc.*), negotiating easements across county lands, the disposition of property forfeited to the County, and the development of public policy as it relates to economic development. This internship is thus focused on the “**transactional**” side of lawyering (most especially contract drafting) and the process of planning for the disposition/development of property and the preparation of related legal documentation. It also may include opportunities for researching public policy issues associated with economic development. *Prerequisite: Contracts. A preference will be given to students who have completed the Contract Drafting course or the Community and Economic Development course.*

Milwaukee County Parks Department Office of the Contracts Manager. Milwaukee County owns and operates an enormous park system. In this internship students work with the lawyer who serves as the Contracts Manager for the Parks Department at its headquarters at 9480 West Watertown Plank Road in Milwaukee. The Department engages in contracting with numerous vendors and renters of its property.

In this transactional internship, the student will work with the Contracts Manager on contract negotiation, drafting, and enforcement. There may be other duties relating to encroachments on park property, the creation of a tenant handbook specific to parks, researching best practices as they relate to contracting, *etc.* There may also be opportunities to work on park system matters requiring Milwaukee County Board approvals. *Prerequisite: Contract Drafting.*

Scheduling Note for Milwaukee County Parks Department: Tuesdays are particularly good internship days in this placement. Fridays should be avoided.

Milwaukee World Festival Office of General Counsel. Milwaukee World Festival, Inc. (MWF) is an independent, private 501(c)(3) corporation located in downtown Milwaukee. It produces Summerfest (one of the world’s largest music festivals) along with other entertainment events and cultural festivals. Its mission is to promote different ethnic cultures and traditions, create community harmony, and provide engagement with the performing arts. The in-house counsel at MWF oversees all aspects of the production of these various events, provides counsel in the interest of MWF, and collaborates with all departments within MWF.

In this **general counsel** internship the students may work on drafting various contracts (vendor and exhibitor agreements, sponsorship agreements, licensing agreements, service/purchasing agreements, *etc.*), risk management and insurance issues, trademark

infringement/cease and desist activities, employment and human resources matters, *etc.* Other areas may include liquor licensing, obtaining city and Coast Guard permits, contest rule-writing, corporate governance and government relations.

Prerequisites for this internship: None. Completion of the Contract Drafting course is strongly preferred.

Mobile Legal Clinic Expungement and Pardon Clinic. The Mobile Legal Clinic is a component of the Milwaukee Justice Center. One of its initiatives is the Expungement and Pardon Clinic.

In this internship students work under the supervision of the Mobile Legal Clinic Coordinator in assisting clients who are seeking to expunge their prior criminal records or to obtain a pardon from the Governor for a past crime. Following initial contacts with clients that occur during weekly clinics, the intern will follow up on these initial meetings by researching clients' criminal records, determining their eligibility for expungement or a pardon, and counseling them about petitioning for expungement or pardon. They may also assist those seeking a pardon from the Governor in the preparation of the pardon application and supporting documentation. **Scheduling Note for Expungement and Pardon Clinic:** The intern must be available to participate in two weekly clinics: one will be conducted on Mondays from 1:00 to 3:00 p.m. and the other on Wednesdays from 1:00 to 3:00 p.m. For the time being, these clinics are being conducted remotely due to the pandemic. *Prerequisites: None.*

National Labor Relations Board. In this **employment law** internship students work in the Milwaukee Regional Office of the National Labor Relations Board under the supervision of NLRB staff attorneys. Assignments may include research for matters in litigation, participation in staff Agenda Meetings, work on representation election proceedings, unfair labor practice investigations and hearings, and injunction proceedings. *Prerequisite: Labor Law.*

Ozaukee County District Attorney's Office. This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in Port Washington, Wisconsin (about 25 miles north of Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. Once certified under the Wisconsin Student Practice Rule the students will have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the IL curriculum for full-time students (a Student Practice Rule requirement).*

Racine County District Attorney's Office. This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in nearby Racine, Wisconsin. Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. Once

certified under the Wisconsin Student Practice Rule the students will have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).* **Scheduling Note for the Racine County District Attorney's Office:** Fridays should be avoided.

Sheboygan County District Attorney's Office. This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in Sheboygan, Wisconsin (about one hour north of Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. Once certified under the Wisconsin Student Practice Rule the students will have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

United States Department of Veterans Affairs Office of Regional Counsel. The United States Department of Veterans Affairs Office of Regional Counsel in Milwaukee provides legal services to VA entities in Wisconsin and in the Upper Peninsula of Michigan, including four hospitals and a regional pension/benefits center. The primary practice areas of Regional Counsel are employment law and federal tort claims. **Employment Law:** Interns working on employment law matters will receive first-hand experience working for a federal agency on a variety of these matters. They assist in various proceedings and meetings with unions in which their supervisors are involved. They may also provide research support for their supervisors. Interns have reviewed claims filed under Title VII and Title IX and have submitted reports in those matters. They have also drafted discovery documents, researched administrative law matters, attended EEOC hearings, observed depositions, etc. **Tort Law:** Some interns also work on federal tort claims, which can include fact investigation of claims, preparation of litigation reports, other forms of litigation support, etc. *Prerequisites: None.* In the selection process for this internship, preference will be given to those who have completed any employment law course. **Scheduling Note for the U.S. Department of Veterans Affairs:** Fridays should be avoided.

University of Wisconsin Office of the General Counsel. The General Counsel for the University of Wisconsin provides in-house counsel services to the UW System Administration, the UW Board of Regents, and to 11 of UW's 13 campuses throughout the State. Among the issues the attorneys in this office and their interns deal with are matters involving real estate, employment law, athletics, federal regulatory compliance, state law rule making, and many others. The office is located in Madison on the campus of the University of Wisconsin, though the work of interns can be done in a combination of in-person and remote modes. *Prerequisites: None.*

Washington County District Attorney's Office. This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in nearby West Bend, Wisconsin. Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to

sentencing. Once certified under the Wisconsin Student Practice Rule the students will have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Waukesha County Corporation Counsel Child Support Division. This office is responsible for the enforcement of child support orders. Students work with staff lawyers in the preparation and filing of motions, orders to show cause, and summonses and petitions to establish or enforce child support orders or to establish paternity. Students may also accompany the lawyers to court, conduct legal research, assist with a variety of administrative enforcement procedures, and work on special projects as they develop. Participating students will be certified under the Student Practice Rule so that they can appear on the record in court proceedings. *Prerequisites: Civil Procedure and Family Law. Students must have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Scheduling Note: The internship at the Child Support Division will offer the best opportunity for in-court activities on Tuesday afternoons, all day on Wednesdays, and on Thursday mornings.

Wisconsin Association of School Boards. The Wisconsin Association of School Boards (WASB) is dedicated to serving as an advocate for education and students. A non-profit organization located in Madison and founded in 1921, the WASB seeks to advance education through supporting the tradition of local school board control of the state's public schools. It supports, promotes and advances the interests of public education in Wisconsin by offering an array of services that address current and emerging needs of local school boards.

In this internship, the student works with the legal staff of WASB as it responds to inquiries about legal issues received from school boards across the State of Wisconsin. These can include issues arising under education law as well as the law of property, contracts, labor and employment, the Family Medical Leave Act, and many others. Since the onset of the pandemic, this internship has been conducted remotely. *Prerequisites: None. Education Law preferred but not required.*

Wisconsin Department of Justice (Office of the Attorney General) Legal Services Division (Madison, Wisconsin). In this internship students are assigned to one of the units of the Legal Services Division of the Wisconsin Department of Justice, including Civil Litigation, Criminal Appeals, Criminal Litigation, Consumer Protection & Antitrust, Environmental Protection, Medicaid Fraud Control & Elder Abuse, and Special Litigation & Appeals. An attempt is made by the Department to match placements with each student's interests and qualifications.

Students work as partners with Assistant Attorneys General on their cases and related projects. Assignments may include drafting complaints, answers, motions and responses to motions, drafting trial and appellate court briefs, preparing discovery requests and responses, preparing research memoranda on case-related issues, analyzing legislative proposals, and attending negotiations, settlement meetings and court hearings. *Prerequisites: Civil Procedure; Legal*

Analysis, Writing, and Research 1 and 2. Applicants must also clear a background check conducted by the Wisconsin Department of Justice.

Note: Interns in this program will earn 3 credits (a 180-hour time commitment).

Wisconsin Department of Public Instruction (Special Education Team) (Madison, Wisconsin). This internship is for students with an interest in education law and, more particularly, in the law that governs special education. The Wisconsin Department of Public Instruction has a team of lawyers and staff who are responsible for overseeing statewide compliance with the federal Individuals with Disabilities Education Act and related Wisconsin Statutes. In this internship students work with the Special Ed team to monitor individual school districts for compliance with these laws. They will also work on specific allegations of noncompliance – a process that involves investigation, fact-finding, and the implementation of corrective action. Students selected for this internship must undergo a background check and a TB test (paid for by the State). *Prerequisites: None. Education Law preferred but not required.*

Wisconsin Department of Safety and Professional Services (Madison, Wisconsin). The Department of Safety and Professional Services (formerly the Department of Regulation and Licensing) is responsible for ensuring the safe and competent practice of credentialed professionals in Wisconsin. The Department credentials and regulates more than 230 different types of professionals, including health professionals (*medical doctors, nurses, social workers, pharmacists, professional counselors, chiropractors, etc.*); business professionals (*real estate appraisers/brokers, engineers, architects, accountants, funeral directors, etc.*) and trade professionals (*electricians, plumbers, dwelling contractors, etc.*). It provides administrative services to the state occupational regulatory authorities responsible for regulation of occupations and offers policy assistance in such areas as evaluating and establishing new professional credentialing programs, creating routine procedures for legal proceedings, and adjusting policies in response to public needs. Informative website about the Department: <http://dsps.wi.gov>. Department offices are located in Madison, Wisconsin.

The Department's General Counsel is responsible for providing legal advice to the Department's leadership. General Counsel also serves as the credentialing and disciplinary authority for credentials regulated by the Department. As a result, he determines whether to grant or deny credentials and whether any proposed disciplinary action is appropriate. General Counsel also oversees all open records requests and represents the Department in suits brought against the Department.

The Division of Legal Services and Compliance serves as the prosecutorial arm of the Department. Upon receipt of a complaint regarding a credential holder (or the opening of a case by the Division), the Division conducts an investigation into the alleged unprofessional conduct and, when warranted, takes action to discipline the credential holder's license. Disciplinary action can range from a public reprimand to revocation of the credential. Hearings in contested cases are held before a state administrative law judge.

A student in this internship will report directly to the Department's General Counsel and can expect to be assigned a variety of legal issues/projects that will involve legal research and writing, interpreting statutes and codes related to the enforcement of discipline imposed on licensed individuals, *etc.* There may also be opportunities to work on matters involving actions against the licenses of medical and business professionals. *Prerequisites:* None.

Wisconsin Elections Commission. The Wisconsin Elections Commission (WEC) was created by 2015 Wisconsin Act 118 and beginning on June 30, 2016 is responsible for the administration and enforcement of Wisconsin elections law. The WEC is made up of six members. Four are appointed by the four legislative leaders and two are appointed by the Governor. The Commission staff is non-partisan. More information about the Elections Commission may be found at <http://elections.wi.gov>.

In this internship students will work with and under the direct supervision of the WEC Commissioner Mark L. Thomsen (Marquette Law 1987) and other WEC staff members on a variety of legal issues related to election law, voting rights, and election complaints. There will be opportunities for legal research (with a special emphasis on legislative and administrative law materials), document drafting and review, participation in WEC staff meetings, and attendance at Commission meetings. *Prerequisites:* None.

Scheduling Notes for Wisconsin Elections Commission:

1. WEC Commissioner Thomsen maintains his office in downtown Milwaukee.
2. WEC meetings are held at least 4 times per year in Madison. Interns can expect to attend at least one WEC meeting in Madison and, if interested, meet with staff at the WEC Madison office periodically throughout the internship. Since the onset of the pandemic, most WEC meetings have been conducted virtually.

Wisconsin Institute for Law and Liberty (WILL). The Wisconsin Institute for Law & Liberty (WILL) is a public interest legal organization located in Milwaukee and dedicated to advancing the public interest in constitutionally limited government, free markets, individual liberty and a robust civil society through litigation, counseling and public advocacy and education. Information about its cases and activities can be obtained from WILL's website: www.will-law.org.

In an internship at WILL, students can expect to be involved in the evaluation of potential cases and to work with representatives of like-minded organizations in addressing the legal challenges associated with law reform and public policy litigation. He or she can expect to perform substantial legal research, write intra-office memoranda, and be involved in the drafting of pleadings and briefs and the development of legal strategy. There is a heavy Constitutional Law emphasis in this internship. *Prerequisites:* None. *Completion of any course with a First Amendment emphasis is preferred but not required.*

Scheduling Note for WILL Internship: The attorneys at WILL hold staff meetings on Monday mornings to discuss and strategize about pending matters. This is a particularly

informative opportunity for the interns at WILL to participate in case analysis and strategy. Fridays should be avoided at WILL.

Wisconsin Legislative Council. The Wisconsin Legislative Council, located in Madison, Wisconsin, is a nonpartisan legislative service agency of the Wisconsin Legislature. It assists the legislature by:

- Providing legal and policy analysis, as well as procedural advice, to the standing and statutory committees of the Legislature and legislative taskforces.
- Providing general staff services to study committees created by the Joint Legislative Council.
- Responding to information and legal and policy research requests from legislators and other legislative agencies.
- Serving as the Administrative Rules Clearinghouse by preparing reports on all proposed administrative rules and assisting standing committees in their oversight of the administrative rulemaking process.
- Preparing an Amendment Memo to describe every amendment recommended by a standing committee or adopted by either house of the Legislature.
- Preparing an Act Memo to describe every enactment of the Legislature.
- Preparing Information Memoranda, which provide detailed discussions of topics that are of major concern to the Legislature.

It is anticipated in this internship that the student will: (1) prepare at least one publication for the Legislative Council on a topic of interest to the intern that is relevant to the work of the Legislature; (2) prepare an amendment memo or act memo, or both, that explains the amendment or enacted the legislation, respectively; and (3) complete research and writing projects in response to legislative requests for information. The intern may also have the opportunity to attend legislative committee meetings and brief legislators on research conducted at their request. *Prerequisites: None. Completion of the Legislation course is preferred but not required.*

Wisconsin Legislature Office of Rep. Evan Goyke (Wisconsin State Assembly).

Representative Evan Goyke is a Democrat legislator who represents the Assembly district on the west side of Milwaukee. He is a graduate of the Marquette University Law School and one of the few lawyers serving in the state legislature. He formerly served as a member of the Law School's adjunct faculty teaching in the Street Law Program.

This internship is designed for the student who is interested in the formation of public policy and in the legislative process through which that policy is enacted into law. An intern in Rep. Goyke's office can expect to research diverse legal issues of current interest to the State of Wisconsin, draft model legislation, write any additional advocacy pieces necessary, and prepare bill drafts. There may also be opportunities to attend legislative committee hearings and such floor sessions of the legislature as may be scheduled. *Prerequisites: None. Completion of the Legislation course is preferred but not required.*

Wisconsin National Guard Staff Judge Advocate (Madison, Wisconsin). The lawyers at the Wisconsin National Guard Staff Judge Advocate provide a variety of legal services to military personnel and legal advice to the military service as well. In this internship students work with these lawyers on such matters as estate planning (including wills and powers of attorney), family law issues, landlord-tenant matters, assertion of rights under the Servicemembers Civil Relief Act and the Uniformed Services Employment and Reemployment Rights Act, *etc.* There may also be the opportunity to work on disciplinary proceedings. There is a considerable research component to this internship as well as opportunities for client interaction and document drafting. The offices of the Staff Judge Advocate are located on the east side of Madison close to the Dane County Regional Airport. Interns are expected to work at the office at least once per week during the semester. During the pandemic this agency has remained open for in-person reporting by the interns. *Prerequisites: None.*

Wisconsin State Public Defender Appellate Division (Milwaukee Office). Student interns work with Assistant State Public Defenders primarily in the area of criminal post-conviction litigation. Their activities may include assisting post-conviction counsel with client interviews (sometimes in a prison setting), post-conviction fact investigation, review of trial court records to identify error, research of legal issues and the preparation of documents, including motions and briefs, for the pursuit of post-conviction relief in the circuit court and appellate courts. Interns may also attend circuit court litigation of post-conviction motions and such oral arguments as the appellate courts may hold on SPD cases. *Prerequisites: Criminal Law, Criminal Process, Evidence, and Constitutional Criminal Procedure. Prerequisite or Co-requisite: Law Governing Lawyers. Appellate Writing and Advocacy is preferred but not required. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement).*

Note: The supervised field placement with the State Public Defender Appellate Division is a four-credit program that is two semesters in duration. It commences in the summer semester (May – July 2023) and will continue into the fall semester (August – November 2023). No credit is awarded unless both semesters of the program are completed.

Wisconsin State Public Defender Juvenile Division (Milwaukee County). The Juvenile Division of the State Public Defender in Milwaukee handles a wide variety of cases. Public defenders in this office represent children over the age of twelve in child welfare and juvenile delinquency cases as well as adults in termination of parental rights and mental health commitment cases.

In this Student Practice Rule internship, the student assists the public defenders in legal research and writing assignments, client interviews, and court hearings. The student can expect to observe and participate in hearings involved in the full course of a delinquency or child welfare case. Thus, the student will be exposed to pre-trial skills of discovery and trial strategy and the advocacy skills necessary for being a good advocate. *Prerequisite: Evidence.* Completion of courses involving juvenile law and criminal procedure is preferred but not

required. *Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement.)* **Scheduling Note for State Public Defender Juvenile Division:** Fridays should be avoided.

Wisconsin State Public Defender Trial Division (Racine Office). In this placement students intern with the Racine Office of the Wisconsin State Public Defender Trial Division and participate under the Wisconsin Student Practice Rule in the preparation and defense of criminal cases. Working under the supervision of Assistant State Public Defenders, students assist in all phases of representing the poor who are accused of crime. Their duties include interviewing clients and witnesses, researching legal issues, making court appearances, participating in plea negotiations, preparing cases for trial, and assisting at trials. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement.)* **2Ls who participate in this placement are eligible to apply for the Public Defender Clinic in their 3L year.**

Wisconsin State Public Defender Trial Division (Waukesha Office). In this placement students intern with the Waukesha Office of the Wisconsin State Public Defender Trial Division and participate under the Wisconsin Student Practice Rule in the preparation and defense of criminal cases. Working under the supervision of Assistant State Public Defenders, students assist in all phases of representing the poor who are accused of crime. Their duties include interviewing clients and witnesses, researching legal issues, making court appearances, participating in plea negotiations, preparing cases for trial, and assisting at trials. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed the 1L curriculum for full-time students (a Student Practice Rule requirement.)* **2Ls who participate in this placement are eligible to apply for the Public Defender Clinic in their 3L year. Note: This is a 3-credit internship and students are expected to report to the Waukesha office at least twice per week.**

***APPLICATION FOR CLINICS, JUDICIAL
INTERNSHIPS & SUPERVISED FIELDWORK
PROGRAMS***

SUMMER 2023

PLEASE FILE THIS APPLICATION AT PROFESSOR HAMMER'S OFFICE IN ECKSTEIN HALL SUITE 453 NO LATER THAN **4:00 P.M. ON MONDAY, FEBRUARY 27, 2023** IF YOU WISH TO TAKE ADVANTAGE OF **EARLY PLACEMENT**. Otherwise, it may be submitted at any time before the beginning of the summer session.

Name: _____

Your marquette.edu address: _____

Note: All e-mail correspondence will be sent to your marquette.edu address.

Tele: _____

Credit hours completed as of May 15, 2023: _____

Anticipated month and year of graduation: _____

Clinics, Judicial Internships and Supervised Fieldwork Programs in which you have already participated:

A limited number of placements (*e.g.*, Wisconsin Supreme Court and federal courts judicial internships) prohibit interns from simultaneously working in other law-related settings such as law firms and legal departments. Please list below any such anticipated employment you may have during the 2023 summer semester:

YOU MUST ATTACH ONE COPY OF YOUR RESUME FOR EACH PROGRAM YOU SELECT. On the back of each resume, you may but are not required to write a personal statement indicating why the program interests you. Your comments are very useful in the making of placements.

YOU MUST ATTACH ONE COPY OF YOUR CURRENT UNOFFICIAL TRANSCRIPT TO THIS APPLICATION. The transcript should include the list of courses in which you are currently enrolled. The transcript will only be used internally by the Director of Clinical Education to verify academic credentials for an internship placement, e.g., completion of prerequisite courses and eligibility for Student Practice Rule licensing. It will not be shared with the court or agency with which you are applying for placement. An unofficial CheckMarq transcript suffices for this purpose. Transfer students should include a transcript from the institution from which they transferred to Marquette.

YOU MUST SIGN THE “LIABILITY RELEASE AND WAIVER” FORM THAT IS ATTACHED TO THIS APPLICATION AND SUBMIT IT ALONG WITH YOUR APPLICATION MATERIALS. An application is not complete without this form. The form is on page 45.

Instructions for Selection of Program(s)

Please indicate your program preference(s) in the list that follows by placing your priority numbers (“1” being your first choice) next to the program(s) in which you wish to participate. Do not indicate more than 6 choices; do not combine separate lines so as to aggregate them into one choice.

You should not indicate a choice unless you are prepared to participate in the placement if selected. Remember, a placement awarded to one student may mean denying that placement to another student who desires it.

CLINICS

Priority #

____ Marquette Law and Entrepreneurship Clinic

Will you have completed Business Associations by 05-15-23? Yes ___ No ___

Will you have completed Law Governing Lawyers by 08-31-23? Yes ___ No ___

Which of the following courses will you have completed by
05-15-23 (preferred but not required)?

Business Planning Yes ___ No ___

Any UCC course Yes ___ No ___

Contract Drafting Yes ___ No ___

Corporate Finance Yes ___ No ___

Any employment law course Yes ___ No ___

Any federal tax course Yes ___ No ___

Any intellectual property course Yes ___ No ___

Any real estate law course Yes ___ No ___

Securities Regulation Yes ___ No ___

Are you enrolling in any summer classes from the above list? Yes ___ No ___

If “yes,” which course(s)? _____

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Mediation Clinic

_____ Restorative Justice Clinic

Have you completed the Restorative Justice course (preferred but not required)? Yes ___ No ___

JUDICIAL INTERNSHIPS

_____ Judicial Internship: Appellate Courts: *Wisconsin Supreme Court*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Milwaukee)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Waukesha)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Trial Courts: *United States District Court (Chambers of Milwaukee Federal Trial Judges)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Trial Courts: *United States District Court (Judge William Griesbach in Green Bay)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Trial Courts: *United States District Court (Judge William Conley in Madison)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.

_____ Judicial Internship: Trial Courts: *United States Bankruptcy Court (Milwaukee)*
Creditor-Debtor Law is a prerequisite for this internship.

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Judicial Internship: Trial Courts: Milwaukee County Circuit Court **Civil Division**
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites
for this internship.

_____ Judicial Internship: Trial Courts: Milwaukee County Circuit Court **Felony Division**
Criminal Process is a prerequisite for this internship.

_____ **OTHER JUDICIAL INTERNSHIP:** If you wish to apply for academic credit
for clerking with a judge or court not listed above, please check this option and
you will be contacted by Prof. Hammer to discuss whether your placement would
qualify for Judicial Internship credit.

Name of Court/Judge: _____

SUPERVISED FIELDWORK PROGRAMS

_____ AIDS Resource Center (Vivent Health)

_____ Blood Center of Wisconsin Office of Corporate Counsel
Will you have completed Contracts by 05-15-23? Yes ___ No ___
Will you have completed either Business Associations or Contract Drafting
(preferred but not required) by 05-15-23? Yes ___ No ___

_____ Catholic Charities Immigration Assistance Project
Will you have completed Immigration Law by 05-15-23 (preferred but
not required)? Yes ___ No ___
Do you speak Spanish (not required)? Yes ___ No ___

_____ Central Wisconsin Community Law (Milwaukee Office)
Will you have completed Evidence and Criminal Process by 05-15-23?
Yes ___ No ___

_____ Centro Legal
Are you interested in doing family law work at Centro Legal? Yes ___ No ___

Are you interested in doing misdemeanor defense work at Centro
Legal? Yes ___ No ___ If "yes," will you have completed
Criminal Process by 05-15-23? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

___ Disability Rights Wisconsin

___ Fond du Lac County District Attorney's Office
Will you have completed Criminal Process & Evidence by 05-15-23? Yes ___ No ___

___ Internal Revenue Service
Will you have completed Federal Income Tax by 05-15-23? Yes ___ No ___

___ Legal Action of Wisconsin, Inc.
Will you have completed Civil Procedure by 05-15-23? Yes ___ No ___

___ Legal Aid Society of Milwaukee
Will you have completed Civil Procedure by 05-15-23? Yes ___ No ___

Please express a preference: Downtown Office (General) ___
(use numbers)

Guardian ad Litem Office at the

___ Medical College of Wisconsin *Office of Risk Management*
Have you taken either Health Law or Health Care Provider
Liability (preferred but not required)? Yes ___ No ___

___ Milwaukee City Attorney's Office

___ Milwaukee County Corporation Counsel

___ Milwaukee County District Attorney **CHIPS/TPR Unit**
Will you have completed Evidence by 05-15-23? Yes ___ No ___
Will you have completed any juvenile or family law course(s)
by 05-15-23 (preferred but not required)? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Milwaukee County Economic Development Division

Will you have completed Contracts by 05-15-23? Yes ___ No ___

Will you have completed Contract Drafting or the Community
and Economic Development course by 05-15-23 (both
preferred but not required)? Yes ___ No ___

_____ Milwaukee County Parks Department

Will you have completed Contract Drafting by 05-15-23? Yes ___ No ___

_____ Milwaukee World Festivals General Counsel

Will you have completed Contract Drafting by 05-15-23 (preferred
but not required)? Yes ___ No ___

_____ Mobile Legal Clinic Expungement and Pardon Clinic

_____ National Labor Relations Board

Will you have completed Labor Law by 05-15-23? Yes ___ No ___

_____ Ozaukee County District Attorney's Office

Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

_____ Racine County District Attorney's Office

Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

_____ Sheboygan County District Attorney's Office

Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

_____ United States Department of Veterans Affairs Office of Regional Counsel

Have you taken any employment law courses (preferred but not
required)?

If so, which course(s)? _____

_____ University of Wisconsin System General Counsel

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

- _____ Washington County District Attorney's Office
Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

- _____ Waukesha County Corporation Counsel Child Support Division
Will you have completed the Family Law course by 05-15-23? Yes ___ No ___

- _____ Wisconsin Association of School Boards
Will you have completed Education Law (preferred but not required)
by 05-15-23? Yes ___ No ___

- _____ Wisconsin Department of Justice (Attorney General) *Legal Services Division*
Will you have completed Civil Procedure by 05-15-23? Yes ___ No ___

- _____ Wisconsin Department of Public Instruction (Special Education Team)
Will you have completed Education Law (preferred but not required) by
05-15-23? Yes ___ No ___

- _____ Wisconsin Department of Safety and Professional Services

- _____ Wisconsin Elections Commission

- _____ Wisconsin Institute for Law and Liberty (WILL)

- _____ Wisconsin Legislative Council
Will you have completed the Legislation course by 05-15-23 (preferred but not
required)? Yes ___ No ___

- _____ Wisconsin Legislature Office of Representative Evan Goyke

- _____ Wisconsin National Guard Staff Judge Advocate

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Wisconsin State Public Defender **Appellate Division**
Will you have completed Crim Law, Crim Process, Evidence, and
Constitutional Criminal Procedure by 05-15-23? Yes ___ No ___
Will you have completed Law Governing Lawyers by
08-15-2023? Yes ___ No ___
Will you have completed Appellate Writing & Advocacy
by 05-15-23 (preferred but not required)? Yes ___ No ___

_____ Wisconsin State Public Defender **Juvenile Division** (Milwaukee County)
Will you have completed Evidence by 05-15-23? Yes ___ No ___
For this internship completion of any juvenile law or any criminal
procedure courses is preferred. Which, if any, juvenile and criminal
procedure course(s) will you have completed by 05-15-23?

_____ Wisconsin State Public Defender **Trial Division** – Racine Office
Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

_____ Wisconsin State Public Defender **Trial Division** – Waukesha Office
Will you have completed Criminal Process & Evidence by 05-15-23?
Yes ___ No ___

_____ **OTHER SUPERVISED FIELD PLACEMENT:** If you wish to apply for academic credit for legal work you will be doing on an uncompensated basis with a governmental, charitable or public interest law agency not described in this document, please check this option and you will be contacted by Prof. Hammer to discuss whether your placement would qualify for Supervised Fieldwork credit.

AGENCY NAME: _____

LIABILITY RELEASE AND WAIVER

This legally binding Release is made by _____ (“Participant”) to **Marquette University** (“Marquette”). The term “Undersigned” refers to Participant.

The Undersigned fully recognizes that there are dangers and risks to which Participant may be exposed by participating in the **Marquette University Law School Program of Clinics, Judicial Internships and Supervised Fieldwork (“Program”)**. **Program activities (“Activities”) include, but are not limited to, observation; legal research and writing; attending hearings, motions, trials, depositions, and other proceedings; interacting with clients, potential clients, and others; and participating in other related activities connected to the Program. Activities take place at courthouses, municipal buildings, governmental agency offices, offices of organizations that host internships, etc. Participants are responsible for arranging for their own round-trip transportation to and from Activities associated with the Program.**

The Undersigned has signed this “Release and Waiver” in full recognition and appreciation of the dangers, hazards, and risks of said Activities, which dangers include, but are not limited to, physical injuries (minimal, serious, or catastrophic) and/or property loss or damage. The Undersigned understands that Marquette does not require Participant to participate in this Program, but Participant desires to do so, despite the possible dangers and risks and despite this Release. The Undersigned submits that Participant is physically able to participate in this Program. Participant grants Marquette permission to administer first aid to and/or to obtain emergency medical treatment for Participant in the event of a medical emergency. The Undersigned agrees to pay for any/all costs of such medical treatment.

The Undersigned therefore agrees to assume and take on all the risks and responsibilities in any way associated with this Program and its Activities. In consideration of, and in return for, services, facilities, and other assistance provided to Participant by Marquette in this Program and its Activities, the Undersigned releases Marquette (and its governing board, employees, and agents) from any and all liability, claims and actions that may arise from injury or harm to Participant, up to and including death, or from damage to or loss of property in connection with this Program and its Activities. The Undersigned understands that this Release covers liability, claims, and actions caused entirely or in part by any acts or failures to act of Marquette (or its governing board, employees, or agents), including but not limited to negligence, mistake, or failure to supervise by Marquette.

The Undersigned recognizes that this Release means that Participant is giving up, among other things, rights to sue Marquette, its governing board, employees, and agents for injuries, damages or losses incurred. The Undersigned also understands that this Release binds Participant and his/her heirs, executors, administrators, and assigns. The Undersigned has read this entire Release, fully understands it, and agrees to be legally bound by it.

Participant’s Signature

Date