

CLINICS, JUDICIAL INTERNSHIPS AND SUPERVISED FIELDWORK PROGRAMS

2008 SPRING SEMESTER

APPLICATIONS DUE ON WEDNESDAY NOVEMBER 7, 2007

INTRODUCTION

The Marquette University Law School offers an upper level curriculum that is both rich and diverse in its offerings. Its components include traditional classroom courses, seminars, workshops, perspectives and advanced legal research courses, clinics and internships, directed studies, laws reviews and moot courts, *etc.*, each contributing in its own way to your legal education and formation as a lawyer. When planning a course of study for the remainder of your legal education, you ought to consider how each of these curricular components can best serve your needs. Planning is essential so that you can maximize the benefits you derive from the curriculum, take care of satisfying degree requirements and course prerequisites, and otherwise develop the competencies you will need as a lawyer.

An important component of the curriculum is the segment which is known as “Clinics, Judicial Internships and Supervised Fieldwork Programs.” This component has long been a part of the Marquette curriculum and takes advantage of the Law School’s proximity to and relationship with the courts, prosecution and defense agencies, and a host of other governmental and public interest legal agencies. Each program is different and each offers its participants a different kind of experiential learning. In considering these programs, you ought to evaluate how they complement classroom learning, offer an opportunity to participate in lawyering activities in real cases, build your resume, and furnish a source of references for future employment searches.

In the pages that follow, you will find a summary description of each program as well as an omnibus application form which is used to apply for a placement. **Please submit the application form and supporting materials (resumes and transcript) to the Main Office (Room 146) no later than 7:00 p.m. on Wednesday, November 7, 2007.** This will allow sufficient time to analyze the applications and announce most placements prior to the general November 14-16 registration period.

NEW FOR SPRING 2008

The Law School is pleased to announce the following new Supervised Fieldwork Program in the 2008 spring semester:

Wisconsin Family Assistance Center for Education,
Training & Support, Inc. (WI FACETS)

Wisconsin Family Assistance Center for Education, Training & Support, Inc. (WI FACETS) is a nonprofit organization serving Wisconsin children and adults with disabilities. In this program students will work with staff counsel to assist parents of children with disabilities advocate for the special education rights they enjoy under state and federal law.

More details are available in this registration packet.

WORKING AN INTERNSHIP INTO YOUR SCHEDULE

In thinking about pursuing a clinic, judicial internship or supervised fieldwork opportunity, you should consider whether you will have time and schedule space for this type of education. The ordinary rule is that 60 hours of time must be devoted for each credit earned. Further, some programs like the Prosecutor Clinic, Defender Clinic, Judicial Internship: Trial Courts and the supervised fieldwork programs offer the best learning opportunities to students who are able to spend blocks of time (a morning or an afternoon rather than an hour here and there) at the agency or court when the latter are conducting their business. Be sure that you have time in your schedule for all of your other obligations before enrolling in an internship.

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, for most placements, they must have completed at least 27 credits. Programs like the Prosecutor Clinic, the Public Defender Clinic and a few others, which require that participants be certified for student practice under the Wisconsin Student Practice Rule, are limited to those who have completed 45 credits (a requirement for student practice licensing).

Most 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. The list of prerequisites is available in the general

registration materials circulated by Dean Thomson. You can also determine whether you satisfy any prerequisites by answering the questions on the application form that accompany most of the programs listed there. If no questions are asked on the application form, there are no prerequisites for that particular internship.

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, 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).

TRAVEL EXPENSES

A few of the internship programs require regular travel to Madison or certain other locations like Waukesha and Green Bay. 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. The American Bar Association, which is the Law School's accrediting agency, strictly prohibits the award of compensation for activities for which academic credit is awarded.

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 in the Part-Time Program. Achieving this goal can be challenging with respect to those part-time evening 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 Program 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
- ❑ Unemployment Compensation Clinic
- ❑ Judicial Internship: Wisconsin Supreme Court
- ❑ Judicial Internship: U.S. Court of Appeals (7th Circuit Chambers of Judge Diane Sykes)
- ❑ Judicial Internship: Wisconsin Court of Appeals
- ❑ Judicial Internship: U. S. District Court (Judge Griesbach in Green Bay)
- ❑ Supervised Fieldwork: AIDS Resource Center of Wisconsin
- ❑ Supervised Fieldwork: Milwaukee County Corporation Counsel
- ❑ Supervised Fieldwork: Milwaukee DA Restorative Justice
- ❑ Supervised Fieldwork: Wisconsin Department of Justice (Attorney General) Criminal Appeals Unit
- ❑ Supervised Fieldwork: Wisconsin State Public Defender Appellate Division

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

GUIDANCE AVAILABLE ON ENROLLING IN AN INTERNSHIP PROGRAM

For the 2007-2008 academic year I am serving as the Law School's Director of Clinical Education. As part of this responsibility, I will oversee the placement process that takes place now for programs that begin in the Spring term. As you consider these programs and make your decisions about them, I invite you to stop by my office (Office Complex 340) with any questions or concerns that you may have. You may also e-mail me at thomas.hammer@marquette.edu. You may also want to confer with other law students who have already been program participants. They are excellent resources about the internship program and will be happy to assist you.

Professor Hammer

CLINICS

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 every Monday morning from 9:00 a.m. to 1:00 p.m. in the Milwaukee County Courthouse. 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. Students also gain experience in handling difficult parties in a mediation setting. The clinic is designed to advance Marquette University's Jesuit mission of service to those in need by assisting those who are struggling without professional representation in court. Supervisor: Professor Geske.

This course may be taken for a second time with the permission of Professor Geske. A student will earn 2 credits if s/he is taking this course for a second time. If a student has not taken this clinic in any prior semester, the student will earn 3 credits and must participate in a weekend of mediation training at the beginning of the semester. **This weekend of training will start on Friday, January 11, 2008 (1:00 – 7:00 p.m.), will continue on Saturday, January 12, 2008 (8:00 a.m. – 5:00 p.m.), and will conclude on Sunday, January 13, 2008 (8:00 a.m. – 4:00 p.m.).**

Enrollment is limited to students who have completed 27 credits.

Prerequisites: None.

Graded: Satisfactory/Unsatisfactory

UNEMPLOYMENT COMPENSATION ADVOCACY CLINIC

This clinic is offered in cooperation with Legal Action of Wisconsin. It provides law students with training and experience in the representation of unemployment compensation claimants. Students receive classroom instruction on Thursdays from 5:30 to 6:45 p.m. and additional training outside of the classroom. During the semester students observe and critique a number of unemployment insurance hearings and then go on to represent claimants in hearings conducted before administrative law judges. Under the supervision of an attorney, participants engage in client interviews, case development, witness preparation, and client representation at the administrative hearings. Client intake occurs during the evening at the Law School (from 5:30 p.m. to 7:00 p.m. or so on

either Monday or Tuesday evening as determined by student availability); hearings are scheduled during daytime hours at the State Office Building, 819 North 6th Street, Milwaukee WI.

Graded: Satisfactory/Unsatisfactory.

Limited to students who have completed 27 credits.

Prerequisites: None.

Note # 1: The Unemployment Compensation Clinic is suitable for full-time students and for part-time students who have the flexibility to attend occasional daytime hearings.

Note # 2: A student taking the Unemployment Comp clinic for the first time earns 2 credits. Involvement in this clinic may be continued in a subsequent semester for one credit with the permission of the instructor and the Director of Clinical Education.

A New Law School Clinic in 2007-2008

RESTORATIVE JUSTICE CLINIC

In academic year 2007-08 the Law School launched a new clinical program called the Restorative Justice Clinic. This is an in-house Law School clinic under the direction of Professor Janine Geske for which academic credit is awarded and which is comprised of both an academic component and a fieldwork component. The clinic is part of the Marquette University Law School Restorative Justice Initiative (“MULS RJI”).

The official course description for the new clinic is as follows:

RESTORATIVE JUSTICE CLINIC: This clinic affords students an opportunity to do restorative justice clinical work with various community programs, to help prepare and mediate victim/offender dialogues in crimes of severe violence, and to conduct research on restorative justice issues.

CREDITS: 2

PREREQUISITES: None. Limited to students who have completed 27 credits. Students who have completed the Restorative Justice course will be given preference for placement in this clinic.

GRADED: Satisfactory/Unsatisfactory

DESCRIPTION OF RESTORATIVE JUSTICE CLINICAL PROGRAM: In this program law students do restorative justice clinical work with various community programs, help to prepare and mediate victim/offender dialogues in crimes of severe violence referred to the clinic by the Wisconsin Department of Corrections Office of Victim Services, and conduct research on restorative justice issues.

The RJJ has been awarded an “Anti-Gang Pilot Site Program” award in the amount of \$384,290 as part of the Milwaukee Safe Streets Initiative. Marquette Law School will use the grant for the hiring and supervision of two community coordinators for the 2nd and 5th Milwaukee Police District neighborhoods. The coordinators will work with the MULS Restorative Justice Initiative to coordinate community gang prevention and intervention activities with law enforcement, prosecutors, social service agencies, faith communities, corrections officials and neighborhoods to coordinate community prevention and intervention activities. Law students will have clinical opportunities to work at developing restorative processes to work with these various groups to help repair the harm of crime in the neighborhoods and to help the community develop good working relationships with the various stakeholders.

The RJJ has relationships and programs with a broad range of community and governmental organizations, including a partnership between the Task Force on Family Violence and the Alma Center (an offender rehabilitation program), the FOCUS Program (a juvenile justice residential program for young male offenders from Milwaukee), Milwaukee Public Schools, as well as ongoing programs with a number of prisons and Department of Corrections treatment facilities. The students also assist in the presentation of a significant annual conference at Marquette on issues relating to restorative justice. Students also work with other community, educational and restorative justice programs around the state that request either research or technical assistance in development of programming.

OBJECTIVES OF PROGRAM: 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.
- 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.

ACADEMIC COMPONENT OF RESTORATIVE JUSTICE CLINIC:
MEETS ON FRIDAYS (11:10 a.m. – 1:00 p.m.).

The academic component is taught in a classroom setting and is designed to study the clinical work of the students and to examine ways to more effectively provide services to the community. Ethical issues that arise during the semester will be discussed. This classroom component is critical to the ability of the students to learn from each other's experiences and to have a serious academic discussion of the issues that must be faced in the clinical work.

DURATION OF PROGRAM: One semester (although a student may be permitted to participate in the Clinic a second time with the permission of the Clinic professor and the Director of Clinical Education).

MAXIMUM NUMBER OF POSITIONS: 10

PROSECUTOR CLINIC

The Prosecutor Clinic, which consists of the Prosecutor Workshop and a Supervised Fieldwork placement at the Milwaukee County District Attorney's Office, is a two-semester program that began in August 2007 and will conclude in May 2008. No students are admitted mid-year. However, those who are considering this clinic for 2008-2009 should be aware of the following prerequisites for admission: Criminal Law, Evidence, and Criminal Process. The Law Governing Lawyers is a co-requisite and must be taken no later than the 2008 Fall semester. Further, as mandated by the Student Practice Rule, a student must have completed at least 45 credits (one-half of the credit hours required for a law degree from Marquette) prior to enrollment in the clinic. Students will have a richer experience in this clinic if they also take The Constitution & Criminal Investigation prior to enrollment. The Constitution & Criminal Investigation course will be offered during the 2008 spring semester.

PUBLIC DEFENDER CLINIC

The Public Defender Clinic, which consists of the Public Defender Workshop and a Supervised Fieldwork placement in the Trial Division of the Wisconsin State Public Defender's Office in Milwaukee, is a two-semester program that began in August 2007 and will conclude in May 2008. No students are admitted mid-year. However, those who are considering this clinic for 2008-2009 should be aware of the following prerequisites for admission: Criminal Law, Evidence, and Criminal Process. The Law Governing Lawyers is a co-requisite and must be taken no later than the 2008 Fall semester. Further, as mandated by the Student Practice Rule, a student must have completed at least 45 credits (one-half of the credit hours required for a law degree from Marquette) prior to enrollment in the clinic. Students will have a richer experience in this clinic if they also take The Constitution & Criminal Investigation prior to enrollment. The Constitution & Criminal Investigation course will be offered during the 2008 spring 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 have a glimpse of 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. This class meets on Thursdays from 12:00 to 1:50 p.m. throughout most of the semester.

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

<p style="text-align: center;">JUDICIAL INTERNSHIP: APPELLATE COURTS (2-3 credits)</p>
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The Judicial Internship - Appellate Courts is a one-semester program available to 2L and 3L students. It is offered each semester. Placements are available with the United States Court of Appeals for the Seventh Circuit (Milwaukee Chambers of Judges John L. Coffey and Diane S. Sykes), with all seven 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 (except the 7th Circuit Internship at Judge Coffey's chambers is 3 credits)

Duration of Internship: One Semester

Time Commitment: 120 Hours (including time spent in the classroom component) (Note: The 7th Circuit internship at Judge Coffey's chambers is for 3 credits and requires a 180 hour time commitment.)

Grade: Satisfactory/Unsatisfactory

Prerequisite: Civil Procedure

Limited to students who have completed 27 credits.

Special Notes on Appellate Court Placements

(a) **Wisconsin Supreme Court.** Almost all of the work for a Wisconsin Supreme Court internship may be done in Milwaukee, though attendance at periodic meetings at the Court's chambers in Madison is required. The frequency of these meetings varies by chambers with most chambers requiring a presence at the court at least once each week. Most students also try to observe oral arguments at the Court for the cases they have worked on. This internship is principally a legal analysis and legal writing experience in which students prepare bench memos for upcoming oral arguments and perform such other research or opinion drafting as assigned. Supervisory feedback is received primarily from the assigned justice's law clerk. Faculty supervisor: Professor Hammer. **Note: Because so much of the student work in this program may be done locally, 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. Because so much of this internship involves working on court opinions, much of the intern's work will be done at the court's chambers. (District I is located at 7th and Wisconsin in Milwaukee; District II is located just off the Highway T exit of I-94 in Waukesha County.) Faculty supervisor: Prof. Hammer.

(c) **Hon. John L. Coffey, United States Court of Appeals for the Seventh Circuit.** U.S. Circuit Judge (and former Wisconsin Supreme Court Justice) John L. Coffey maintains his chambers in the U.S. Courthouse at 517 E. Wisconsin Avenue in Milwaukee. Generally, interns prepare bench memoranda which the judge uses to prepare for oral arguments and they perform such other research assignments and technical work on opinions as may be requested of them. This internship is principally a legal analysis and legal writing experience. **All work is required to be performed in chambers under the supervision of the judge and his law clerks. NOTE: An applicant for an internship with Judge Coffey must sign a consent form authorizing the Law School to release to Judge Coffey a copy of the applicant's law school record of courses taken and grades received. The release form appears at the foot of the application form. Each applicant must also submit a writing sample with the application.** Faculty supervisor: Professor Hammer.

(d) **Hon. Diane S. Sykes, United States Court of Appeals for the Seventh Circuit.** U.S. Circuit Judge (and former Wisconsin Supreme Court Justice) Diane S. Sykes maintains her chambers in the U.S. Courthouse at 517 East Wisconsin Avenue in Milwaukee. Generally, interns prepare bench memoranda which the judge uses to prepare for oral arguments and they perform such other research assignments and technical work on opinions as may be requested of them. This internship is principally a legal analysis and legal writing experience.

<p style="text-align: center;">JUDICIAL INTERNSHIP: TRIAL COURTS (2 credits)</p>
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In the Judicial Internship: Trial Courts program, students intern with either a Milwaukee County Circuit Court judge, a United States District Judge, a United States Magistrate Judge, or a United States Bankruptcy Judge.

Credits: 2

Duration of Internship: One Semester

Time Commitment: 120 Hours (including time spent in the classroom component)

Grade: Satisfactory/Unsatisfactory

Limited to students who have completed 27 credits.

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

Special Notes on Trial Court Placements

Wisconsin Circuit Courts: Placements in state courts are ordinarily with judges of the Milwaukee County Circuit Court. With the exception of Children's Court judges whose courts and chambers are located in Wauwatosa, all of the state court judges are located within two blocks of the Law School. Internship placements in the state circuit court may be available in the following specialized divisions of the circuit court: Civil (including both large claims and small claims), Felony, Misdemeanor, Children's (where juvenile delinquency cases and cases involving abused/neglected children are heard), and Family (primarily divorce cases).

These internships are not principally legal analysis and legal writing experiences, but rather are opportunities to observe lawyer and judicial behavior in trial courtrooms and chambers. Often there is an opportunity to discuss the observations with the presiding judge. Some research and writing may be involved, depending upon the judge and the division in which the student works. In the Circuit Court program placements are made according to the preferences expressed on the application form, *e.g.*, felony court, civil court, family court, *etc.*

These internships are most valuable if a student is available to be at the court in 2-3 hour blocks of time (other than during the noon hour or on Friday afternoons). This allows for meaningful opportunities to observe court proceedings and those that occur in chambers. Further, for those interested in clerking with the **Civil Division**, it should be noted that not civil courts hear motions on Monday mornings. It is particularly useful for students to be available at that time because much of their work involves motions and this is the time when those motions are litigated.

Faculty supervisor: Prof. Hammer.

U.S. District Courts and U.S. Magistrate Judges' Courts. These federal trial court internships involve placements with the U. S. District Judges and U.S. Magistrate Judges who preside in the United States District Court for the Eastern District of Wisconsin. These judges' calendars involve civil, criminal and administrative law cases. With the exception of U.S. District Judge William C. Griesbach, who sits in Green Bay, the participating judges have chambers located in the Federal Courthouse at 517 East Wisconsin Avenue in Milwaukee.

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 be 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.

Special note regarding the placement with Judge Griesbach: Though judicial interns in this program will need to meet periodically 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. This arrangement with Judge Griesbach may make this placement particularly attractive to part-time students with the flexibility to travel periodically to Green Bay. Judge Griesbach is generous in spending time with the students when they are in Green Bay and he is very understanding about the travel aspects of this internship.

United States Magistrate Judges. Placements will also be available with the United States Magistrate Judges who sit in the Eastern District of Wisconsin. In the federal system magistrate judges hear civil cases (including jury trials) with the consent of the parties, conduct preliminary proceedings in criminal cases (initial appearances, bail hearings, pretrial motion hearings, *etc.*), handle certain administrative agency appeals, and provide such other assistance to the district judges as authorized by law (including mediation services). Interns typically work with both the judge and the judge's law clerk(s). The work includes both legal analysis and writing as well as courtroom/chambers observations.

Faculty supervisor: Prof. Hammer.

U.S. 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. There is typically an opportunity to discuss the cases with the judge.

Faculty supervisor: Prof. Hammer

SUPERVISED FIELDWORK PROGRAMS

(2 credits unless noted otherwise)

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 a clinical experience in governmental, charitable or public interest law agencies that do not have a sufficient number of placements available to support a full-blown clinical program with its own independent classroom component. Instead, students work under guidance from agency lawyers and under the general supervision of faculty members.

NOTE: Though there is no weekly classroom component in the Supervised Fieldwork Program, students must be available for a few prescheduled meetings on Thursdays during the 12:00 p.m. to 1:50 p.m. time period. No other classes are scheduled to meet during that time.

Credits: 2 (unless noted otherwise)

Duration of Internship: One Semester

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

Grade: Satisfactory/Unsatisfactory

Limited to students who have completed 27 credits.

Other prerequisites/co-requisites are noted below.

Special Notes on Supervised Fieldwork Program Placements

AIDS Resource Center of Wisconsin. 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. Activities include interviewing clients, conducting legal research, drafting documents, assisting attorneys at hearings, *etc.* Some late afternoon/early evening hours (*e.g.* 4:00 to 6:30 p.m.) may be available in this placement. Supervising faculty member: Prof. Hammer. *Prerequisite: Civil Procedure.*

Better Business Bureau Serving Wisconsin. In this program students act as third party neutrals and assist local businesses and consumers in resolving disputes and negotiating mutually agreeable settlements. Students will develop mediation, negotiation and arbitration skills, investigation skills, and familiarity with consumer disputes and consumer laws. Supervising faculty member: Prof. Hammer. *Prerequisite: Alternative Dispute Resolution. Other:* The students must complete a weekend of mediation training (January 11, 12 and 13, 2008) as part of this program. This is the same training required of participants in the

Mediation Clinic. *See details in the Mediation Clinic segment of this document.*

This requirement will be waived if the student has already completed the Mediation Clinic.

Catholic Charities Immigration Assistance Project. In this program students assist in the provision of legal representation to non-citizens of low income who are seeking immigration benefits. They 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. Though not required, knowledge of Spanish can be useful in this internship. Supervising faculty member: Prof. Fallone. *Prerequisite or Co-Requisite: Immigration Law or Consent of the Director of Clinical Education.*

Centro Legal Por Derechos Humanos: Centro Legal is a nonprofit organization located on the south side of Milwaukee that provides free and low-cost legal services to low-income residents. At the present time the focus of the agency's work is upon family law litigation and the defense of misdemeanor criminal cases. Students certified under the Wisconsin Student Practice Rule may engage in practice activities permitted by that rule; thus a preference will be given to those who qualify for student practice by having completed 45 credits. The great majority of Centro Legal's clients are English speaking. Thus knowledge of Spanish is not required. Supervising faculty member: Professor Hammer. *Prerequisite or Co-requisite: Family Law or Criminal Process.*

Federal Defender for the Eastern District of Wisconsin. The Federal Defender for the Eastern District of Wisconsin is located in the federal courthouse at 517 E. Wisconsin Avenue. Interns work directly with the federal defenders in representing indigents accused of federal crimes. Activities include interviewing clients, legal research and writing, assisting in case preparation, and accompanying supervising lawyers to federal court. Supervising faculty member: Prof. Hammer. *Prerequisites: Criminal Law, Evidence, and Criminal Process.*

Internal Revenue Service. Student interns assist attorneys in the District Counsel's Office in preparing cases for trial before the United States Tax Court, 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. Supervising faculty members: Profs. Bradford and Lindsey. *Prerequisite: Federal Income Taxation.*

Legal Action of Wisconsin, Inc.: Legal Action of Wisconsin, with offices located at 230 West Wells Street in downtown Milwaukee, provides legal representation in discreet practice areas to low income people and others to whom access to the justice system might otherwise be denied. Some students will be assigned to work with Legal Action lawyers who handle **Senior Law** matters (including public benefits, housing, and Medicare/Medicaid issues). Others may work in the **Housing** unit (which handles such matters as eviction defense, abusive landlord practices, housing conditions and habitability, access to affordable housing, and other issues affecting tenants in subsidized housing). There may also be an assignment available in the agency's innovative **Legal Intervention for Employment ("LIFE") Program**, which is designed to make individuals more employable by eliminating barriers to employment, *e.g.*, driver's license problems, criminal records issues, and credit/debt issues. The Managing Attorney attempts to assign students

within these areas of law practice according to their interests. Supervising faculty member: Prof. Hammer. *Prerequisite: Civil Procedure.*

Legal Aid Society of Milwaukee: The Legal Aid Society of Milwaukee furnishes 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 and those with HIV/AIDS, tax and bankruptcy, mental health commitments, and certain civil rights actions. Several lawyers in the downtown office also provide guardian ad litem representation in the Family Division of the Circuit Court to children in the context of divorce, custody and paternity proceedings.

At its office in the Children's Court 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 Children's Court 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. Supervising faculty member: Prof Hammer. *Prerequisite: Civil Procedure.*

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.

Pursuant to Wis. Stat. § 59.42, 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; drafts protective placement pleadings and guardianships for "developmentally disabled and aged infirm persons," and acts as general counsel for the county in all civil matters in all federal and state courts and before all federal, state and county administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents state agencies or the Wisconsin Attorney General in civil matters and prosecutes various civil remedies mandated by state law.

In this internship students will assist Corporation Counsel attorneys in a variety of contexts. Their duties may include the provision of assistance in mental commitment

hearings under Wis. Stat. ch. 51 (which are handled at the Milwaukee County Behavioral Health Division in Wauwatosa each morning beginning at 8:30 a.m.) and the performance of research on a wide variety of municipal law issues. The latter could include researching and

drafting county ordinances and resolutions and researching policy matters involving the legislative or executive branches of Milwaukee County government. Interns may be asked to assist in the investigation of complaints under Wisconsin's open records law. Finally, interns will provide such other assistance as may be requested by attorneys handling the kinds of municipal law matters described in the preceding paragraph. **Students in this internship should plan to be available during morning hours at least one day per week should they be asked to participate in mental commitment court proceedings.**

Supervising faculty member: Professor Hammer. *Prerequisite or Co-requisite:* Law Governing Lawyers. Limited to students who have completed 45 credits (a Student Practice Rule requirement).

Milwaukee County District Attorney Restorative Justice Program. This placement offers an opportunity to work with the local prosecutor's Community Conferencing and Neighborhood Initiative programs. Restorative Justice seeks to assess the harm done by a criminal act and then determines what can be done to repair the harm while holding the offender accountable for his or her actions. Restorative Justice engages the victim and affected community members as active and meaningful participants in the justice process. This is an opportunity to work in the front lines of alternative dispute resolution in the criminal law context under the direction of an Assistant District Attorney who is one of Wisconsin's foremost experts in restorative justice. Supervising faculty member: Prof. Schneider. *Prerequisites: Criminal Law, Criminal Process, and Alternative Dispute Resolution.*

National Labor Relations Board. Interns work in the Milwaukee Regional Office of the NLRB assisting staff attorneys. Assignments may include research for matters in litigation, work on representation election proceedings, unfair labor practice investigations and hearings, and injunction proceedings. Supervising faculty member: Prof. Williams. *Prerequisite: Labor Law.*

United States Attorney for the Eastern District of Wisconsin. The U. S. Attorney's Office is located in the federal courthouse at 517 E. Wisconsin Avenue. Interns work directly with Assistant United States Attorneys on a wide variety of matters, civil and criminal, in which the United States is a party or otherwise interested. This internship affords a substantial research and writing experience, which is typically complemented by the opportunity to accompany prosecutors to the federal trial courts and on occasion to the Seventh Circuit Court of Appeals. **Students tentatively selected for this internship must undergo an FBI background investigation.** Supervising faculty member: Prof. Hammer. *Prerequisites: Criminal Law, Evidence and Criminal Process.*

United States Equal Employment Opportunity Commission. In this employment law internship students work in the Milwaukee office of the EEOC assisting staff attorneys in the investigation of employment discrimination complaints and in preparation of cases for hearing or trial. The local EEOC office is located at the Reuss Federal Plaza, 310 West Wisconsin Avenue. Supervising faculty member: Prof. Williams. *Prerequisite or co-requisite: Employment Discrimination.*

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 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. Because they will be privy to certain confidential information during the course of the internship, each participant must sign a confidentiality agreement upon acceptance. Supervising Faculty Member: Prof. Hammer. *Prerequisite: Civil Procedure. Prerequisite or co-requisite: Law Governing Lawyers. Family Law is preferred but not required. Students must have completed 45 credits before commencement of the program (a Student Practice Rule requirement).*

Note: The internship at the Child Support Division will offer the best opportunity for in-court time if the student is available on either Tuesdays or Wednesdays or both.

Wisconsin Department of Justice (Office of the Attorney General) Criminal Appeals Unit. In this placement students are assigned to the Criminal Appeals Unit of the Wisconsin Department of Justice. This unit represents the State of Wisconsin in felony (and some misdemeanor) appeals before the Wisconsin Supreme Court and the Wisconsin Court of Appeals. It also represents the state in certain collateral attacks on convictions that are litigated in the federal courts. Students are assigned to Assistant Attorneys General in the Appeals Unit and assist in the full range of activities associated with the Unit's appellate practice.

The Criminal Appeals Unit placement is a two-semester program that began in August 2007 and will conclude in May 2008. No students are admitted mid-year. However, those who are considering this internship for 2008-2009 should be aware of the following prerequisites for admission: Criminal Law, Evidence, Criminal Process, and The Constitution & Criminal Investigation.

Wisconsin Department of Justice (Office of the Attorney General) Legal Services Division. In this one-semester placement, students are assigned to one of the units of the Legal Services Division of the Wisconsin Department of Justice, including Civil Litigation (including civil rights, torts and eminent domain), Employment, Medicaid Fraud, Consumer Protection, Environmental Protection, State Programs & Administration (including core governmental issues, tax, contracts and bankruptcy), and the Division of Legal Services Administration. An attempt is made 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 include drafting complaints, answers, motions and responses to motions, drafting trial and appellate court briefs, preparing discovery requests and responses, preparing memoranda on case-related issues, analyzing legislative proposals, and attending negotiations, settlement meetings and court hearings. Supervising Faculty Member: Prof. Hammer. *Prerequisites: Civil Procedure; Legal Analysis, Writing, and Research I and II.* Applicants must also clear a background check conducted by the Wisconsin Department of Justice.

Note # 1: Students in this internship need to be available for several Wednesday morning seminars conducted for them by the Department of

Justice in Madison. If they spend additional time on Wednesdays at the agency, no additional trips per week would be necessary. In weeks when there are no seminars, students should be prepared to be present in Madison at least once.

Note # 2: Interns in this program will earn either 2 or 3 credits. The number awarded to each participant will be determined in advance by Professor Hammer in consultation with the student and the Department of Justice.

Wisconsin Department of Natural Resources Bureau of Legal Services. The WDNR's Bureau of Legal Services is involved in many phases of environmental law including: wetlands protection, water resource management, dam safety, regulation of toxic substances, air pollution regulation, hunting and fishing regulation, recreational use issues, the public trust doctrine, and forestry management. Law students will assist WNDNR attorneys in the full range of activities in which those lawyers engage including, but not limited to, performing legal research on environmental law in Wisconsin, preparing for and attending contested case hearings, drafting administrative regulations, and coordinating with other state and federal agencies. Students participating in this program will likely do their work in one or more of the following areas: (1) water law, water resource management, and zoning; (2) air and water pollution, and solid and hazardous waste program; and (3) law enforcement and wildlife. An attempt will be made to assign students within these areas according to their individual interests. **During the course of the internship students should expect to travel to the Bureau's office in Madison at least once per week. They will have a more meaningful experience if they are able to be there twice per week.** Supervising faculty member: Prof. Hammer. *Prerequisite: Environmental Law or Natural Resources Law.*

A New Program

Wisconsin Family Assistance Center for Education, Training & Support, Inc. (WI FACETS). FACETS is a nonprofit organization serving Wisconsin children and adults with disabilities, their families, and those who support them, providing training and support regarding special education issues. Students will provide research assistance to the on-staff attorney, and will meet with parents to develop strategies for individualized education program (IEP) meetings and mediation sessions. Students may also have the opportunity to support parents during IEP meetings and mediation sessions. Students will develop client interviewing skills, records review and evaluation skills, advocacy skills, and an understanding of the intersection of special education, disability law, dispute resolution, juvenile justice, criminal law, and family law issues. Supervising faculty member: Prof. Hammer. *Prerequisites:* Alternative Dispute Resolution, Mediation Clinic, Mediation Advocacy Workshop, or Negotiation Workshop. *Other:* The students must complete a weekend of mediation training (January 11, 12 and 13, 2008) as part of this program. This is the same training required of participants in the Mediation Clinic. *See details in the Mediation Clinic segment of this document.* This requirement will be waived if the student has already completed the Mediation Clinic.

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 court of appeals, *etc.*

The State Public Defender Appellate Division placement is a two-semester program that began in August 2007 and will conclude in May 2008. No students are admitted mid-year. However, those who are considering this internship for 2008-2009 should be aware of the following prerequisites for admission: Criminal Law, Evidence, Criminal Process, and The Constitution & Criminal Investigation.

Please submit this application to the Main Office (Room 146) no later than 7:00 p.m. on Wednesday, November 7, 2007.

**Application for Placement in a Clinic,
Judicial Internship, or Supervised Fieldwork Program**
SPRING TERM 2008

Name: _____

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

Tele: _____

Credit hours completed as of December 31, 2007: _____

Anticipated month and year of graduation: _____

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

A limited number of placements (*e.g.*, certain federal court 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 2008 spring semester:

Please indicate your program preference(s) in the list that follows by placing your priority number (“1” being your first choice) next to the program(s) in which you wish to participate. Do not indicate more than 5 choices; do not combine separate lines so as to aggregate them into one choice. Please do 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.

YOU MUST ATTACH ONE COPY OF YOUR RESUME FOR EACH PROGRAM YOU SELECT. Your resume may be shared with the court or agency with which you are applying for placement. 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 UNOFFICIAL TRANSCRIPT TO THIS APPLICATION. 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.

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Preferences

CLINICS

Priority #

_____ Mediation Clinic

_____ Restorative Justice Clinic

Will you have completed Restorative Justice by 12-31-07? Yes ___ No ___
(Preference is given to those who have completed the RJ course.)

_____ Unemployment Compensation Advocacy Clinic

Have you already participated in the UC Clinic? Yes ___ No ___

JUDICIAL INTERNSHIPS

_____ Judicial Internship: Appellate Courts: *Wisconsin Supreme Court*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Milwaukee)*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Waukesha)*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Appellate Courts: *U. S. Court of Appeals (Hon. Diane Sykes)*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Appellate Courts: *U. S. Court of Appeals (Hon. John Coffey)*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Trial Courts: *Circuit Court: Civil Division*

Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Trial Courts: *Circuit Court: Felony Division*

Will you have completed Crim Law & Crim Process by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Trial Courts: *Circuit Court: Misdemeanor Division*

Will you have completed Crim Law & Crim Process by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Trial Courts: *Circuit Court: Children's Division*

Will you have completed Civil Procedure and either Family Law or
Juvenile Law by 12-31-07? Yes ___ No ___

_____ Judicial Internship: Trial Courts: *Circuit Court: Family Division*

Will you have completed Civil Pro & Family Law by 12-31-07? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

- ____ Judicial Internship: Trial Courts: *United States District Court (Chambers of Milwaukee Federal Trial Judges)*
Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
- ____ Judicial Internship: Trial Courts: *United States District Court (Judge William Griesbach in Green Bay)*
Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
- ____ Judicial Internship: Trial Courts: *United States Magistrate Judges*
Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
- ____ Judicial Internship: Trial Courts: *United States Bankruptcy Court*
Will you have completed Creditor-Debtor Law by 12-31-07? Yes ___ No ___

SUPERVISED FIELDWORK PROGRAMS

- ____ AIDS Resource Center of Wisconsin
Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
- ____ Better Business Bureau
Will you have completed Alternative Dispute Resolution by 12-31-07? Yes ___ No ___
- ____ Catholic Charities Immigration Assistance Project
Will you have completed Immigration Law by 12-31-07? Yes ___ No ___
Do you speak Spanish (not required)? Yes ___ No ___
- ____ Centro Legal Por Derechos Humanos
Do you prefer the Misdemeanor Division or the Family Law Division? _____
Will you have completed the Family Law course by 5-15-08 Yes ___ No ___
(Family Law is a prerequisite or co-requisite for the Family Law Division placement at Centro Legal.)
Will you have completed the Crim Process course by 5-15-08? Yes ___ No ___
(Criminal Process is a prerequisite or co-requisite for the Misdemeanor Division placement at Centro Legal.)
Will you have completed Law Governing Lawyers by 5-15-08? Yes ___ No ___
- ____ Federal Defender for the Eastern District of Wisconsin
Will you have completed Crim Law, Criminal Process & Evidence by 12-31-07? Yes ___ No ___
- ____ Internal Revenue Service District Counsel's Office
Will you have completed Fed Income Tax by 12-31-07? Yes ___ No ___
- ____ Legal Aid Society of Milwaukee
Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
Please express a preference: Downtown Office _____
Guardian ad Litem Office _____

- ____ Legal Action of Wisconsin, Inc.
 Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
 Please express a preference: Housing Unit _____
 Senior Law Unit _____
 LIFE Program _____
- ____ Milwaukee County Corporation Counsel
 Will you have completed Law Governing Lawyers by 5-15-08 ? Yes ___ No ___
- ____ Milwaukee County District Attorney Restorative Justice Program
 Will you have completed Crim Law, Crim Process & Alternative Dispute
 Resolution by 12-31-07? Yes ___ No ___
- ____ National Labor Relations Board
 Will you have completed Labor Law by 12-31-07? Yes ___ No ___
- ____ United States Attorney for the Eastern District of Wisconsin
 Will you have completed Crim Law, Crim Process & Evidence
 by 12-31-07? Yes ___ No ___
- ____ United States Equal Employment Opportunity Commission
 Will you have completed Employment Discrimination by
 12-31-07? Yes ___ No ___
- ____ Waukesha County Corporation Counsel Child Support Division
 Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
 Will you have completed Law Governing Lawyers by 5-15-08? Yes ___ No ___
 Will you have completed Family Law by 12-31-07 (preferred but not
 required)? Yes ___ No ___
- ____ Wisconsin Department of Justice (Attorney General) *Legal Services Division*
 Will you have completed Civil Procedure by 12-31-07? Yes ___ No ___
- ____ Wisconsin Dep't of Natural Resources Bureau of Legal Services
 Will you have completed Environmental Law or Natural Resources
 Law by 12-31-07? Yes ___ No ___
- ____ Wisconsin Family Assistance Center for Education, Training & Support, Inc.
 (WI FACETS)
 Will you have completed Alternative Dispute Resolution, Mediation Clinic,
 Mediation Advocacy Workshop or Negotiation Workshop by 12-31-2007?
 Yes ___ No ___

 Applicant's Signature

 Date

Applicants for Judicial Internship at Judge Coffey's Chambers: I hereby authorize Marquette University Law School to release to Judge Coffey a copy of my academic record of courses taken and grades received. **Applicants for the Judge Coffey placement must also attach one copy of a writing sample to their application.**

 Signature

 Date