Pro Bono Project Pre-Approval Form

Students engaging in a pro bono project outside of those sponsored by the law school should have the project approved before it begins to ensure pro bono criteria are met. If you are unsure whether the work you will do qualifies as pro bono, please schedule an appointment to discuss it with Pro Bono Director Angela Schultz (angela.schultz@marquette.edu).

For work to be considered pro bono, it must be:

1) Primarily legal in nature,
2) Supervised by a licensed attorney or faculty,
3) Voluntary and not for credit or compensation, and
4) Of service to the indigent, those with barriers to equal access to justice, or for an organization whose mission is to serve the same. Prosecutor and public defender offices both qualify.

Date: ____________________________

Student Name: ________________________________ Email: ________________________________

Proposed Project Location: ________________________________________________________________

Attorney Supervisor: _________________________________________________________________

Brief description of project (continue on back if necessary):

_____________________________________________________________________________________

_____________________________________________________________________________________

Anticipated hours to be worked (indicate if this is a weekly or total projection): ____________________

I agree that the above-described project will be completed under my supervision.

_________________________________________ Date

Supervising Attorney

Please submit completed forms to Angela Schultz in the Eisenberg Suite, 138J.

Students are responsible for tracking their hours and submitting them to 138 on a paper pro bono timesheet or via your online pro bono account.

Students are welcome to have a project approved entirely by email and forego the use of this form. To do that, communicate the contents of this form to your proposed attorney supervisor by email and copy Pro Bono Director Angela Schultz (angela.schultz@marquette.edu) so that a group conversation may take place.