

CLINICS, JUDICIAL INTERNSHIPS AND SUPERVISED FIELDWORK PROGRAMS

2013 SPRING SEMESTER

APPLICATIONS SHOULD BE SUBMITTED TO FACULTY ASSISTANT
DEBRA MOORE IN ECKSTEIN HALL SUITE 453 NO LATER THAN
4:00 P.M. ON WEDNESDAY, NOVEMBER 7, 2012

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 and popular¹ component of the curriculum is the segment that is known as “Clinics, Judicial Internships and Supervised Fieldwork Programs.” This component has long been a part of the Marquette curriculum and takes full 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 agencies. **A few new internships are being offered in the 2013 spring term; they are announced on page 2 of this document.** 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-life settings, develop critical lawyering skills, 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 Faculty Assistant Debra Moore in Eckstein Hall Faculty Suite 453 no later than 4:00 p.m. on Wednesday, November 7, 2012.** This will allow sufficient time to analyze the applications and announce most placements prior to the general November 14-16 registration period.

¹ Approximately 70% of students who graduated in 2012 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 now exceeds 300.

New in the 2013 Spring Semester

The Law School is pleased to announce that the following new internships have been added to the curriculum for the 2013 spring semester. They are listed here with the full details about each new program provided elsewhere in this application packet.

NEW SUPERVISED FIELDWORK PROGRAMS

1. **Federal Defender Services of Wisconsin** ... an internship for students interested in the defense of criminal cases in the federal court system.
2. **Wisconsin Institute for Law and Liberty** ... an internship directed by Adjunct Professor Rick Esenberg for students with an interest in 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.

CREATING YOUR OWN INTERNSHIP

Sometimes a student will arrange to do his/her own 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. 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.

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 internship 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; take into account your regular classes, extracurricular activities, employment and family obligations, *etc.* Most internships are offered for two credits; **this means that a participating intern will need to allocate 8-10 hours each week over the course of at least 12 weeks in residence at his/her internship. Put another way, the amount of time devoted to the internship is to be evenly distributed across 12 weeks.** Because of this time commitment and because of the need to make internships available to a maximum number of students, no student may participate in more than one internship in any given semester.

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. Prerequisites and co-requisites are included in the descriptions of placements that follow in this application packet.

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 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: Disability Rights Wisconsin
- ❑ Supervised Fieldwork: Legal Aid Society
- ❑ Supervised Fieldwork: Milwaukee County Corporation Counsel
- ❑ Supervised Fieldwork: Washington County Family Court Commissioner
- ❑ Supervised Fieldwork: Wisconsin Department of Justice (Attorney General) Criminal Appeals Unit
- ❑ Supervised Fieldwork: Wisconsin Department of Justice (Attorney General) Legal Services Division
- ❑ Supervised Fieldwork: Wisconsin Department of Natural Resources

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 require regular travel to Madison or certain other locations like Waukesha, Green Bay and Chicago. To assist students in financing the cost of required travel, Dean Kearney 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 monetary compensation for activities for which academic credit is awarded.

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 39) 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 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 288-5359. The e-mail address is thomas.hammer@marquette.edu. Perhaps the best resources about these programs are current or recent participants. They will be happy to answer your questions.

Professor Thomas J. Hammer
Director of Clinical Education

CLINICS

MEDIATION CLINIC (2-3 CREDITS)

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 individuals who are struggling without professional representation in court.

This course may be taken for a second time with the permission of Professor Hammer. 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. The dates for the training are January 25, 26 and 27, 2013; attendance is mandatory.

Enrollment is limited to students who have completed 27 credits.

Prerequisites: None.

Graded: Satisfactory/Unsatisfactory

UNEMPLOYMENT COMPENSATION 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 5:20 to 6:40 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.

Classroom Component: Meets on Thursdays (5:20 – 6:40 p.m.)
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.

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 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.

Restorative Justice Clinic (continued)

CREDITS: 2

PREREQUISITES: None. Limited to students who have completed 27 credits. Preference will be given to students who have either completed the Restorative Justice course or who are simultaneously enrolled in the Restorative Justice course.

GRADED: Satisfactory/Unsatisfactory

CLASSROOM COMPONENT: Meets on Thursdays
(2:00 p.m. – 3:50 p.m.)

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.

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 2012 and will conclude in April 2013. No students are admitted mid-year. **However, those who are considering this clinic for 2013-2014 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 2013 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.

Note: Students will have a much richer experience in this clinic if they also take **The Constitution & Criminal Investigation** course prior to enrollment. This course will be offered during the 2013 spring semester and is **highly recommended** for future applicants to the Prosecutor Clinic. The **Trial Advocacy Workshop** is also extremely useful preparation for this clinic.

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 2012 and will conclude in April 2013. No students are admitted mid-year. **However, those who are considering this clinic for 2013-2014 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 2013 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.

Note: Students will have a richer experience in this clinic if they also take **The Constitution & Criminal Investigation** course prior to enrollment. The Constitution & Criminal Investigation course will be offered during the 2013 spring semester and is **highly recommended** for future applicants to the Public Defender Clinic. The **Trial Advocacy Workshop** is also extremely useful preparation for this clinic.

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. 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.

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)

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 Judge Diane S. Sykes and at the Headquarters of the Court in Chicago), 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

Duration of Internship: One Semester

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

Grade: Satisfactory/Unsatisfactory

Prerequisites: Civil Procedure; Legal Analysis, Writing & Research 1 & 2
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 on which they have worked. 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. **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, most of the intern's work will be done at the court's chambers. (District I is located at N. 7th Street and West Wisconsin Avenue in downtown Milwaukee; District II is located just off interstate highway I-94 in Waukesha County.)

(c) **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. They also typically observe at least one session of oral arguments at the Seventh Circuit's headquarters in Chicago. This internship is principally a legal analysis and legal writing experience. Most of the work for this internship may be done other than at Chambers; this placement is thus attractive for both full-time and part-time students. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

(d) **Judicial Internship at the Headquarters of the United States Court of Appeals for the Seventh Circuit.** In this placement students intern at the headquarters of the Seventh Circuit in downtown Chicago. They are supervised by the attorney who serves as Counsel to the Circuit Executive. Duties include screening new appeals for federal appellate and subject matter jurisdiction and researching jurisdictional issues, attending oral arguments at the Court, observing the mediation program in the Court's Settlement Unit, and assisting with such other research projects as may be assigned by the supervising attorney or one of the Court's staff attorneys. In order to maximize the benefits of this internship, the student must be able to spend one day per week at the Court's headquarters in downtown Chicago (a short walking distance from the Amtrak Station). Any day of the week works well for this purpose as the Court is fully operational Monday through Friday and hears oral arguments on each day of the week. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

JUDICIAL INTERNSHIP: TRIAL COURTS

(2 credits)

In the Judicial Internship: Trial Courts program, students intern with a United States District Judge, a United States Magistrate Judge, a United States Bankruptcy Judge, or a judge in one of the many divisions of the Milwaukee County Circuit Court.

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 trial courts are ordinarily with judges of the Milwaukee County Circuit Court. With the exception of Children's Division 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 Division, Civil Division, Family Division, Juvenile Division, *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 most Civil Division judges 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.

Note: Although most placements in the circuit court program are with judges in Milwaukee County, **a student could also arrange for such a trial court internship with a judge in another jurisdiction** subject to the approval of Professor Hammer. If you are interested in an out-of-town circuit court placement, please see Prof. Hammer.

United States District Courts. These federal trial court internships involve placements with the U. S. District Judges who preside in the United States District Court for the Eastern and Western Districts 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 downtown 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. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

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 to Green Bay (typically once per week). 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.

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 and chambers observations. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

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. To maximize the benefits of this internship, **students must be available on Thursday mornings** when they will have the opportunity to work with the volunteer lawyers who assist those who are filing for bankruptcy without counsel. This internship is particularly useful for those with an interest in creditor-debtor law. There is typically a considerable opportunity to discuss the cases with the judge. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

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 a wide variety of governmental agencies and 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. Given the breadth and diversity of Supervised Fieldwork offerings, opportunities are available for the development of lawyering skills in virtually every area of law practice.

EDUCATIONAL 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 27 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 typically occur during the noon hour at the Law School. There are also a few individual meetings with the faculty supervisor assigned to each program.

Special Notes on Supervised Fieldwork Program Placements

AIDS Resource Center of Wisconsin. The AIDS Resource Center of Wisconsin (ARCW) is the largest AIDS resource provider in the state of Wisconsin. The ARCW has nine different locations across the state of Wisconsin, 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, and AIDS prevention services.

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. Activities include interviewing clients, conducting legal research, drafting documents, assisting attorneys at hearings, *etc.* *Prerequisite: Civil Procedure.*

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, helps the Archdiocese obtain religious visas for foreign priests and nuns, 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 attend or assist at immigration hearings in Chicago. Though not required, knowledge of Spanish can be

useful in this internship. *Prerequisite: Immigration Law or Consent of the Director of Clinical Education.*

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. Disability Rights Wisconsin serves people of all ages, including people with developmental disabilities, people with mental illness, people with physical or sensory disabilities, and people with traumatic brain injury.

In this internship students assist agency lawyers with research, drafting pleadings, fair hearings, investigations, court actions, client interviews, policy and legislative advocacy, *etc.* They are assigned to one of two teams of lawyers: the Community and Institutions team (Medicaid and Family Care benefits, abuse and neglect in institutions, guardianships and protective placements, mental health advocacy, *etc.*) or the Schools and Civil Rights team (special education, employment discrimination, reasonable accommodations, *etc.*)

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.

New in 2013 

Federal Defender Services of Wisconsin. Federal Defender Services of Wisconsin is located in the federal courthouse at 517 E. Wisconsin Avenue. This community defender organization provides defense services for indigents accused of committing federal crimes in Wisconsin. Interns work directly with the federal defenders in representing their clients. Activities include interviewing clients, legal research and writing, assisting in case preparation, and accompanying supervising lawyers to federal court.

Prerequisites: Criminal Law, Evidence, and Criminal Process.

Froedtert Health, Inc. Office of General Counsel. The Office of General Counsel at Froedtert Health works with various other hospital departments on the Froedtert Campus in Wauwatosa to advise them on legal matters. The department mainly advises on transactional matters and works closely with the Office of Compliance and Risk Management. Responsibilities of the General Counsel include advising hospital departments on contracts with third-party vendors, updating hospital policy to conform with changes in the law (*e.g.*, concealed carry law), and handling employment law issues and a variety of other health-related legal issues in a provider environment.

An intern in the Office of General Counsel can expect to work on a variety of assignments involving health law and the administration of a major health care provider. Most work will be transactional in nature although there may also be a few opportunities to participate in litigation-type assignments. There may also be opportunities to observe Institutional Review Board meetings at the Medical College of Wisconsin. *Preference will be given to students who have completed Health Law or Health Care Provider Liability.*

Internal Revenue Service. This internship is actually with the Office of Chief Counsel for the United States Department of the Treasury. Student interns assist attorneys assigned to the Milwaukee 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. *Prerequisite: Federal Income Taxation.*

Scheduling Note for IRS Internship: Morning and early afternoon internship hours are recommended.

Kids Matter, Inc. Kids Matter, Inc. is a nonprofit organization dedicated to improving life opportunities and outcomes for children in foster and kinship care in Milwaukee County. Under the supervision of Kids Matter legal staff, students assist relative caregivers in completing and filing petitions for guardianship of minor children. They also assist the attorneys who undertake representation of caregivers to litigate guardianship cases. Students will also work with staff social workers to educate petitioners about the court process and identify legal issues regarding the children in their care. Lastly, students will provide support to the mediation project at Vel R. Phillips Juvenile Justice Center in Wauwatosa. Duties may include educating parties about the mediation process, observing mediation sessions involving guardianship disputes, and conducting research to assist the mediation project director. *Prerequisites: Civil Procedure and either Alternative Dispute Resolution, Mediation Advocacy, or Mediation Clinic. Other:* The students must complete a weekend of mediation training at the beginning of the semester as part of this program on January 25, 26 and 27, 2013. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic or the Mediation Advocacy course.

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 will also be an assignment available in the agency's innovative "**Road to**

Opportunity” 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. On the application form students may indicate their preferences for assignment to these programs. *Prerequisite: Civil Procedure.*

Scheduling Note for Legal Action of Wisconsin: The **Housing** unit does intake interviews on Monday and Thursday mornings (starting at about 9:00 a.m.). The lawyers in the **Senior Law** division hold informative staff meetings on Wednesday mornings (starting at about 10:00 a.m.) in which the interns can participate if available; further **Senior Law** does intake of new clients on Tuesday mornings and Friday afternoons. Intake offers an opportunity to develop interviewing and fact investigation skills.

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, 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 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.*

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 if they are at the office on Monday and

Wednesday afternoons. This is a popular opportunity to work on interviewing skills.

3. The intern assigned to the downtown Family Law Program must be eligible for student practice licensing (45 credits completed before internship commences). This requirement is essential because this intern will have the opportunity to spend a considerable amount of time in court appearing on the record. The best opportunities for in-court time occur on Tuesdays and Wednesdays.
4. There is a special assignment within the Legal Aid Society to the attorney who represents the poor in bankruptcy proceedings. **This intern must have already completed the Creditor-Debtor course and must be available to report to Legal Aid during morning hours.**

Marquette Legal Initiative for Nonprofit Corporation (M-LINC). The Marquette Legal Initiative for Nonprofit Corporations (M-LINC) offers free legal assistance to Wisconsin 501(c)(3) organizations. It is comprised of legal professionals, students, and volunteers who are committed to serving such nonprofits through a legal referral service, free educational programs, and an annual comprehensive strategic analysis of a chosen nonprofit.

M-LINC interns assist the M-LINC Director in fielding nonprofit client inquiries. Experiences in this internship may include reviewing and updating bylaws, reviewing and updating articles of incorporation, drafting employee policies, preparing governance policies, reviewing and updating lease agreements, advising nonprofits on structuring property ownership and arrangements for advantageous tax treatment, researching worker's compensation issues, providing advice on legal issues relating to the use of volunteers, *etc.* Supervising Faculty Member: Prof. Karin Werner. *Preference will be given to students who are enrolled in or who have already completed the Nonprofit Law and Organizations course.*

Scheduling Note for M-LINC Internship: Interns must be available on Wednesdays for all or most of the hours between 12:00 noon and 3:30 p.m.

Medical College of Wisconsin Office of Risk Management. 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 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 also 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. *Preference will be given to students who have completed Health Law or Health Care Provider Liability.* **Scheduling Note:** Interns should try to be available for at least some of the Medical College's "quality assurance meetings" that generally occur on Wednesdays at 7:00 a.m., Thursdays at 11:30 a.m. and Fridays at 10:30 a.m.

Metro Milwaukee Foreclosure Mediation Program. Students work with the Program Coordinator at the Milwaukee County Courthouse to support the Metro Milwaukee Foreclosure Mediation Program, a court-annexed alternative to mortgage foreclosure litigation. Pending foreclosure cases are eligible for mediation, subject to acceptance by both parties. In most cases the mediation session will serve as a venue to work out new loan terms, a short sale, or other solution that is mutually agreeable, and execute a final agreement between the parties.

Duties include providing information on the availability of the mediation program during Motion Mondays at the Milwaukee County Courthouse, contacting homeowners by phone to provide information on the foreclosure mediation process, opening case files and providing general administrative support. Students will have an assigned case load to monitor throughout the mediation process to ensure timely completion of the mediation session. Students will also attend mediation sessions, and those with appropriate mediation experience may have the opportunity to co-mediate foreclosure cases with experienced mediators. Students will also observe foreclosure hearings, attend foreclosure outreach events, monitor pending legislation at the state and federal level, and conduct research to support program operations. *Other:* The students must complete a weekend of mediation training at the beginning of the semester as part of this program on January 25, 26 and 27, 2013. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic.

Scheduling Note for the Metro Milwaukee Foreclosure Mediation Program: To maximize your opportunity to observe and participate in mediations, it is recommended that you schedule internship time between 10:00 a.m. and 5:00 p.m. on Tuesdays, Wednesdays, Thursdays or Fridays.

Midwest Environmental Advocates. Founded in 1999, Midwest Environmental Advocates is the first and only non-profit environmental law center in Wisconsin. MEA provides legal and technical support to grassroots groups that are working for environmental justice in the Western Great Lakes region. With offices in Milwaukee and Madison, MEA lawyers represent clients in citizen suits brought against corporations and government agencies alleged to be in violation of environmental laws. MEA lawyers also represent clients in administrative proceedings before state and federal agencies. In Milwaukee, MEA also provides legal and policy support to organizations involved in watershed restoration efforts and in redevelopment of blighted urban brownfields into job-producing and community-sustaining resources.

Law students assist MEA attorneys in Milwaukee in the wide variety of activities in which those lawyers engage including, but not limited to, researching environmental and administrative law, drafting pleadings and briefs, meeting with clients, reviewing

public records, drafting comments for administrative proceedings, analyzing various policy approaches to environmental issues, and attending and testifying at public hearings. *Prerequisite: Any environmental law course.*

Milwaukee City Attorney's Office. The City Attorney functions as in-house counsel for the City of Milwaukee. Its large staff handles litigation on behalf of the City, provides legal advice and opinions, prepares and reviews City resolutions and ordinances, drafts contracts and other legal documents, and prosecutes violations of City ordinances in the Milwaukee Municipal Court.

Interns will be assigned to work with Assistant City Attorneys who handle civil litigation (primarily personal injury cases) and § 1983 federal civil rights actions. The placement should be attractive to students seeking exposure to the practical side of civil litigation and experience with all phases of the civil lawsuit. *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 this internship students 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. 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 (including civil litigation and employment law matters). **Students in this internship should plan to occasionally be available during morning hours should they be asked to participate in mental commitment court proceedings.** Limited to students who have completed 45 credits (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.* 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 45 credits (a Student Practice Rule requirement).

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

Notes: This internship is available for either two or three credits. As for scheduling the best days for internship hours are Tuesdays, Wednesdays and Thursdays.

School District of Wauwatosa, Wisconsin. The City of Wauwatosa in western Milwaukee County is home to a public school district with an enrollment of approximately 7,000 students. It has two high schools, two middle schools, and ten elementary schools. Legal services for the district are supervised by the attorney who serves as the district’s Director of Human Resources. His office is involved in a variety of legal matters, including labor contract negotiations, open records and open meetings law issues, student expulsion and discipline, student rights, special education, and teacher non-renewals. The internship in this office is thus an opportunity to work on matters involving education law at the school district level with a special emphasis on public sector employment law. *Prerequisite: Labor Law or Employment Law.*

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 (a one-hour drive from downtown Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed 45 credits (a Student Practice Rule requirement).*

United States Attorney for the Eastern District of Wisconsin. The United States Attorney, whose office is located in the federal courthouse at 517 E. Wisconsin Avenue, is the chief federal law enforcement officer of the United States within the Eastern

District of Wisconsin. United States Attorneys have three statutory responsibilities under Title 28, Section 507 of the United States Code:

- the prosecution of criminal cases brought by the Federal government;
- the prosecution and defense of civil cases in which the United States is a party; and
- the collection of debts owed the Federal government which are administratively uncollectible.

In this internship students 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.**

Prerequisites: Criminal Law, Evidence and Criminal Process.

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 medical malpractice defense and employment law. Interns assist in various proceedings and client meetings in which their supervisors are involved. They may also provide research support for their supervisors. Students who have done this internship have reviewed claims filed under the Federal Tort Claims Act and have submitted litigation reports in those matters. They have also drafted discovery documents, researched administrative law matters, attended EEOC hearings, observed depositions, etc. *Preference will be given to those who have completed Health Law, Health Care Provider Liability, or any employment law course.*

United States Equal Employment Opportunity Commission (Enforcement Section). 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. This is typically a substantial research and writing experience. Interns may also attend depositions and hearings as they occur during the course of the internship. *Prerequisite: Employment Discrimination.*

United States Equal Employment Opportunity Commission Mediation Advocacy Program. In this program students are trained in mediation advocacy at the EEOC and then work under the supervision of volunteer lawyers in educating charging parties and respondents about the mediation process used at the EEOC, developing facts and legal arguments, preparing charging parties for mediation, assisting claimants in the calculation of damages, and representing charging parties during mediation. Students also prepare charging parties to advocate on the parties' own behalf during the investigative phase of their EEOC cases if early mediation does not produce a settlement agreement. Students

may also observe other mediations and conduct research to assist the Supervisory ADR Attorney at the EEOC.

Prerequisites: (1) Alternative Dispute Resolution or Mediation Advocacy and (2) Employment Law or Employment Discrimination.

Other: The students must complete a weekend of mediation training at the beginning of the semester on January 25, 26 and 27, 2013. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic or the Mediation Advocacy course.

United States Trustee Program. The United States Trustee Program (USTP) is a component of the United States Department of Justice that seeks to promote the efficiency and protect the integrity of the Federal bankruptcy system. To further the public interest in the just, speedy and economical resolution of cases filed under the Bankruptcy Code, the Program monitors the conduct of bankruptcy parties and private estate trustees, oversees related administrative functions, and acts to ensure compliance with applicable laws and procedures. It also identifies and helps investigate bankruptcy fraud and abuse in coordination with United States Attorneys, the Federal Bureau of Investigation and other law enforcement agencies. The USTP Mission is to promote integrity and efficiency in the nation's bankruptcy system by enforcing bankruptcy laws, providing oversight of private trustees, and maintaining operational excellence. The primary role of the U.S. Trustee Program is to serve as the "watchdog over the bankruptcy process."

Law students will generally assist with the civil enforcement efforts of the USTP for the Eastern District of Wisconsin. This may include preparing discovery requests, analyzing discovery responses, summarizing factual findings in internal memos, assisting staff attorneys prepare for depositions, conducting legal research on assigned issues, and drafting various forms of pleadings including complaints. Students will also assist with trial preparation and accompany attorneys to court in matters requiring UST involvement.

Students selected for this internship must undergo a routine background investigation required of all employees of the USTP. *Prerequisite: Creditor-Debtor Law.*

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 prosecutor's office. The Washington County District Attorney's Office is located in West Bend, Wisconsin (a 45 minute drive from downtown Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed 45 credits (a Student Practice Rule requirement).*

Washington County Family Court Commissioner. In this internship the students work with the Washington County Family Court Mediation Coordinator in West Bend, Wisconsin. In this county all cases involving child custody and placement go through the mediation process. Students assist the coordinator in group orientations for mediation clients, meet with the mediating attorneys and, as permitted, attend mediation sessions. They also attend a variety of family law proceedings before the county's family court and family court commissioners. They may also assist family law attorneys who provide free information to pro se parties who have, or want to initiate, family law cases. There are also opportunities to learn the procedural process for child support and paternity actions. *Prerequisites: Any family law course is preferred but not required. Other:* The students must complete a weekend of mediation training at the beginning of the semester as part of this program on January 25, 26 and 27, 2013. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic.

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. Interns may also work on additional matters within the jurisdiction of the Corporation Counsel's Office, *e.g.*, juvenile and mental commitment cases. 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 45 credits before commencement of the program (a Student Practice Rule requirement).*

Scheduling 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.

Waukesha County Register in Probate. The Register in Probate coordinates the judicial activities and administrative functions of the Waukesha County Probate Court including the opening, closing, maintenance and preservation of all files dealing with probate proceedings. Interns in this program can expect to experience the probate process from start to finish with respect to both the formal and informal administration of decedents' estates. They assist the legal staff in such activities as the opening of estates (including the review of wills, the identification of expected heirs and the calculation of distributions), the processing of the legal documents that are used in probate proceedings, and the performance of research relating to issues that arise in pending matters. The

students attend court proceedings before the circuit judge and probate commissioner who handle estates. They may also have the opportunity to work on guardianship matters and on the continued refinement of procedures that have been implemented to assist pro se litigants in probate matters. *Prerequisite: Trusts and Estates.*

Scheduling Note: Students who are present at the following times will have significant opportunities to observe court proceedings as indicated:

Wednesday 1:30 - 3:30 contested formal probate and trust hearings and delinquent estates with the judge

Thursday 8:30 - 10:00 uncontested informal probate hearings with the probate registrar

Thursday 8:30 - 11:00 contested guardianship hearings with the judge

Friday 1:15 - 3:45 uncontested formal probate hearings and guardianship hearings with the court commissioner

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. They perform research, assist in the preparation of appellate briefs, participate in moot courts and strategy sessions conducted prior to oral arguments, and attend oral arguments before the state's appellate courts. The internship offers an intensive research and writing experience for participants, a comprehensive introduction to appellate law, procedure and practice, and a chance to work with some of the best appellate advocates in the state. *Prerequisites: Criminal Law, Criminal Process, Evidence, and the Constitution and Criminal Investigation.* Applicants must also clear a background check conducted by the Wisconsin Department of Justice.

Note # 1: The supervised field placement with the Criminal Appeals Unit is a four-credit program that is two semesters in duration. It commences in the spring semester (January – April 2013) and continues through the summer semester (May – August 2013). No credit is awarded unless both semesters of the program are completed. Students selected for this program must thus commit to enrolling in the spring semester component as well as the summer semester component.

Note # 2: To maximize the benefit of this internship, participating students should expect to be present at the Attorney General's Office in Madison once per week.

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), Criminal Litigation, 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 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 # 1: Students in this internship must be available for several Thursday morning seminars conducted for them by the Department of Justice in Madison. If the students spend additional time on Thursdays 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 credits (120-hour time commitment) or 3 Credits (180-hour time commitment). The number awarded to each participant will be determined in advance by Professor Hammer in consultation with the student and the DOJ.

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 WNDR 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.** *Prerequisite: Any environmental law course.*

Wisconsin Department of Public Instruction (Special Education Team). 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. The Department of Public Instruction is located in downtown Madison and student interns will be expected to be in Madison at least once per week during the course of their internship. Students selected for this internship must undergo a background check and a TB test (paid for by the State). Tuesdays are good days in this placement if a student wants to participate in various team meetings; not much is scheduled on Fridays. *Prerequisites: None.*

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. *Prerequisites:* Alternative Dispute Resolution, Mediation Clinic, Mediation Advocacy Workshop, or Negotiation Workshop. *Other:* The students must complete a weekend of mediation training at the beginning of the semester as part of this program on January 25, 26 and 27, 2013. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic.

Wisconsin Governor Office of Legal Counsel. Governor Scott Walker's Office of Legal Counsel is a critical component of the Governor's Office. It is comprised of three lawyers and a legal assistant. The Office is responsible for counseling the Governor and his staff on any legal issues that may arise. Attorneys analyze pending legislation, draft executive orders, respond to open record requests, monitor developments within the legal community, and provide legal analysis and guidance on a wide range of issues that come to the Governor's attention.

In this internship students assist the lawyers in the Office of Legal Counsel and help them carry out their duties. They will have an opportunity to do research and provide analysis on a wide range of important legal issues. Students will work on both criminal and civil matters and have numerous occasions to consider public policy and the law.

Prerequisites: None.

New in 2013 

Wisconsin Institute for Law and Liberty (WILL). The Wisconsin Institute for Law & Liberty (WILL) is a public interest legal organization 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.

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 policy litigation. He or she can expect to perform legal research, write intra-office memoranda, and be involved in the drafting of pleadings and briefs and the development of legal strategy. Adjunct Professor Rick Esenberg directs this internship. *Prerequisites: None. Completion of any course with a First Amendment emphasis is preferred but not required.*

Wisconsin National Guard Staff Judge Advocate. The lawyers at the Wisconsin National Guard Staff Judge Advocate provide a variety of legal services to military personnel. 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. *Prerequisites: None.*

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 can expect to develop pre-trial and trial advocacy skills. The student will report to the Children's Court Center in Wauwatosa and assist 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 trial advocacy skills necessary for being a good advocate. *Prerequisites: Limited to students who have completed Evidence and 45 credits (a Student Practice Rule licensing requirement). Completion of courses involving juvenile law and criminal procedure is preferred but not required.*

Please submit this application to Faculty Assistant Debra Moore in Eckstein Hall Office Suite 453 no later than 4:00 p.m. on Wednesday, November 7, 2012

**Application for Placement in a Clinic,
Judicial Internship, or Supervised Fieldwork Program**
SPRING TERM 2013

Name: _____

Your marquette.edu address: _____

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

Tele: _____

Credit hours completed as of December 31, 2012: _____

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.*, 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 2013 spring semester:

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. An unofficial CheckMarq transcript suffices for this purpose. Transfer students should include a transcript from the institution from which they transferred to Marquette.

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

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 39.

Lastly, please sign and date your application in the place provided for this purpose on the last page of the application form (page 38).

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 #

- ____ Mediation Clinic
Have you already participated in the Mediation Clinic? Yes ___ No ___
- ____ Restorative Justice Clinic
Have you already taken the Restorative Justice course? Yes ___ No ___
(Preference is given to those who answer “yes” to this question.)
- ____ 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 and Legal Analysis, Writing and Research 1 & 2 by 12-31-12? Yes ___ No ___
- ____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Milwaukee)*
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 12-31-12? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

- ____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals (Waukesha)*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Appellate Courts: *U. S. Court of Appeals (Hon. Diane Sykes)*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Appellate Courts: *Internship at the Headquarters of the U. S.
Court of Appeals for the Seventh Circuit*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *United States District Court (Chambers of
Milwaukee Federal Trial Judges)*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *United States District Court (Judge William
Griesbach in Green Bay)*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *United States Magistrate Judges*
Will you have completed Civil Procedure and Legal Analysis, Writing
and Research 1 & 2 by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *United States Bankruptcy Court*
Will you have completed Creditor-Debtor Law by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *Milw. County Circuit Court: Civil Division*
Will you have completed Civil Procedure by 12-31-12? Yes ___ No___

- ____ Judicial Internship: Trial Courts: *Milw. Co. Circuit Court: Felony Division*
Will you have completed Crim Law & Crim Process by 12-31-12? Yes___No___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

____ Judicial Internship: Trial Courts: *Milw. Co. Circuit Court: Misdemeanor Div.*
Will you have completed Crim Law & Crim Process by 12-31-12? Yes__No__

____ Judicial Internship: Trial Courts: *Milw. Co. Circuit Court: Children’s Division*
Will you have completed Civil Procedure and either Family Law (or any course involving families and children) or Juvenile Law by 12-31-12?
Yes ___ No ___

____ Judicial Internship: Trial Courts: *Milw. Co. Circuit Court: Family Division*
Will you have completed Civil Pro and Family Law by 12-31-12? Yes__No__

____ **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 of Wisconsin
Will you have completed Civil Procedure by 12-31-12? Yes ___ No__

____ Catholic Charities Immigration Assistance Project
Will you have completed Immigration Law by 12-31-12? Yes ___ No__
Do you speak Spanish (not required)? Yes ___ No ___

____ Disability Rights Wisconsin

New in 2013 —
↓

____ Federal Defender Services of Wisconsin
Will you have completed Crim Law, Crim Process and Evidence by 12-31-12? Yes ___ No__

____ Froedtert Health Office of the General Counsel
Have you taken either Health Law or Health Care Provider Liability (preferred but not required)? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Internal Revenue Service (U.S. Treasury Office of Chief Counsel)
Will you have completed Fed Income Tax by 12-31-12? Yes ___ No ___

_____ Kids Matter, Inc.
Will you have completed Civil Procedure and either ADR, Mediation
Advocacy or Mediation Clinic by 12-31-12? Yes ___ No ___

_____ Legal Action of Wisconsin, Inc.
Will you have completed Civil Procedure by 12-31-12? Yes ___ No ___
Please express a preference: Housing Unit _____
(use numbers) Senior Law Unit _____
Road to Opportunity Program _____

_____ Legal Aid Society of Milwaukee
Will you have completed Civil Procedure by 12-31-12? Yes ___ No ___
Please express a preference: Downtown Office (General) _____
(use numbers) Downtown Office (Family) _____
Guardian ad Litem Office at the
Children's Court _____
Bankruptcy Unit _____

Note: Creditor-Debtor Law is a prerequisite for placement
in the Bankruptcy Unit at Legal Aid.

_____ Marquette Legal Initiative for Nonprofit Corporations (M-LINC)
Will you have completed Nonprofit Law and Organizations by
12-31-2012? Yes ___ No ___ (Preference will be given to those who
answer "Yes" to this question.)

_____ 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 ___

_____ Metro Milwaukee Foreclosure Mediation Program

_____ Midwest Environmental Advocates
Will you have completed any environmental law course by 12-31-12?
Yes ___ No

_____ Milwaukee City Attorney's Office

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Milwaukee County Corporation Counsel

_____ Milwaukee County District Attorney CHIPS/TPR Unit

Will you have completed Evidence by 12-31-2012? Yes ___ No ___

Will you have completed any juvenile or family law course(s)
by 12-31-2012 (preferred but not required)? Yes ___ No ___

_____ National Labor Relations Board

Will you have completed Labor Law by 12-31-12? Yes ___ No ___

_____ School District of Wauwatosa, Wisconsin

Will you have completed Labor Law or Employment Law
by 12-31-12? Yes ___ No ___

_____ Sheboygan County District Attorney's Office

Will you have completed Criminal Process & Evidence by 12-31-2012?
Yes ___ No ___

_____ United States Attorney for the Eastern District of Wisconsin

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

_____ United States Department of Veterans Affairs Office of Regional Counsel

Have you taken Health Law, Health Care Provider Liability, or any
employment law course (preferred but not required)?

If so, which course(s)? _____

_____ United States Equal Employment Opportunity Commission **Enforcement Section**

Will you have completed Employment Discrimination by
12-31-12? Yes ___ No ___

_____ United States Equal Employment Opportunity Commission **Mediation Advocacy Program**

Will you have completed either Employment Law or Employment
Discrimination by 12-31-12? Yes ___ No ___

Will you have completed either Alternative Dispute Resolution or
Mediation Advocacy Workshop by 12-31-12? Yes ___ No ___

_____ United States Trustee Program

Will you have completed Creditor-Debtor Law by 12-31-12? Yes ___ No ___

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Washington County District Attorney's Office
Will you have completed Criminal Process & Evidence by 12-31-2012?
Yes ___ No ___

_____ Washington County Family Court Commissioner
Will you have completed any family law course(s) by 12-31-12 (preferred but not required)? If so, what course(s)?

_____ _____
Waukesha County Corporation Counsel Child Support Enforcement
Will you have completed Family Law by 12-31-12? ___ Yes ___ No

_____ Waukesha County Register in Probate
Will you have completed Trusts & Estates by 12-31-12? Yes ___ No ___

_____ Wisconsin Department of Justice (Attorney General) *Criminal Appeals Unit*
Will you have completed Crim Law, Crim Process and Evidence by 12-31-12? Yes ___ No ___
Will you have completed Constitution and Criminal Investigation by 12-31-12? Yes ___ No ___

_____ Wisconsin Department of Justice (Attorney General) *Legal Services Division*
Will you have completed Civil Procedure by 12-31-12? Yes ___ No ___

_____ Wisconsin Dep't of Natural Resources Bureau of Legal Services
Will you have completed any environmental law course by 12-31-12?
Yes ___ No ___

_____ Wisconsin Department of Public Instruction (Special Education Team)

_____ 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 12-31-12?
Yes ___ No ___

_____ Wisconsin Governor Office of Legal Counsel

New in 2013

_____  Wisconsin Institute for Law and Liberty (WILL)

APPLICATION FOR PLACEMENT (CONTINUED)

NAME: _____

Priority #

_____ Wisconsin National Guard Staff Judge Advocate

_____ Wisconsin State Public Defender Juvenile Division (Milwaukee County)
Will you have completed Evidence by 12-31-2012? Yes ___ No ___
For this internship completion of any juvenile law and any criminal
procedure courses is preferred. Which, if any, juvenile and criminal
procedure course(s) will you have completed by 12-31-2012?

_____ **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: _____

Applicant's Signature

Date

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