



**CLINICS, JUDICIAL INTERNSHIP, AND SUPERVISED FIELDWORK PLACEMENTS
“HAMMERSHIPS”
FALL 2026 PROGRAM**

Placement applications should be submitted to Director Kearney in Room 202B no later than 3:00 p.m. on Wednesday, April 1, 2026. While placements can be made after this date, those placements are dependent on availability.

Why Consider Clinics and Internships for the Fall?

- Clinics, Judicial Internships and Supervised Fieldwork placements during the Fall offer interns for-credit opportunities to participate in lawyering in real-life settings.
- Interns can work on developing lawyering skills and building their resumes.
- Internship placements are part of an accredited law school program that complements the law school classroom courses.
- Interns earn experiential learning credits that are required of all law students, as outlined in Marquette University Law School Academic Regulations § 201(7)(c).

General Learning Objectives include:

- Exposure to new areas of substantive law and reintroduction to familiar areas of substantive law at a more sophisticated level;
- Exposure to attributes of effective lawyering;
- Refinement of research and communication skills;
- Acquisition of time management and planning skills;
- Introduction to identifying ethical issues and methods for resolving those issues;
- Growth in reflection, self-assessment, and self-improvement.

Application. This packet provides a summary description of each placement and an application form to indicate your interest in placements for *all* for-credit clinics, judicial internships, and supervised fieldwork placements.

Announcements for Fall 2026 Program

There are new or returning internship offerings for the fall semester:

1. **(returning) Internal Revenue Service** (internship work on resolving tax problems, which may include drafting opinions and memoranda, as well as preparing cases for trial before the United States Tax Court).
2. **(new) International Institute of Wisconsin** (providing immigration legal services in aid of securing permanent residency or asylum, or citizenship for legal immigrants)
3. **(returning) Milwaukee World Festival, Inc., General Counsel's Office** (internship work that may include contract review and drafting, employment law, insurance matters, governance and government regulation matters).
4. **Prosecutor Clinic and Public Defender Clinic** are both offered for the Fall 2026-Spring 2027 academic year as a year-long clinic.

Let's Think About Transactional Lawyering.

1. Marquette Law & Entrepreneurship Clinic
2. Supervised Fieldwork: Internal Revenue Service
3. Supervised Fieldwork: Marquette University Office of General Counsel
4. Supervised Fieldwork: Milwaukee County Corporation Counsel (transactional/litigation)
5. Supervised Fieldwork: Milwaukee County Economic Development and Real Estate Services
6. Supervised Fieldwork: Milwaukee County Parks Department
7. Supervised Fieldwork: Milwaukee World Festival, Inc.
8. Supervised Fieldwork: University of Wisconsin System General Counsel
9. Supervised Fieldwork: Versiti Blood Health, Inc. (formerly Blood Center) Office of General Counsel

Let's Think About Public Interest Law.

As Marquette lawyers, the aspiration is that you “will recognize the challenges confronting the poor, marginalized, and under-represented in society, consistent with the Jesuit mission.” These placements are excellent opportunities for developing hands-on lawyering skills involving client representation.

1. Marquette Law & Entrepreneurship Clinic
2. Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
3. Supervised Fieldwork: Central Wisconsin Community Law
4. Supervised Fieldwork: International Institute of Wisconsin
5. Supervised Fieldwork: Legal Action of Wisconsin
6. Supervised Fieldwork: Legal Aid Society of Milwaukee
7. Supervised Fieldwork: Milwaukee County District Attorney's Office—CHIPS/TPR Division
8. Supervised Fieldwork: Vivent Health (formerly AIDS Resource Center)

Let's Think About Criminal Law.

1. Judicial Internship: Milwaukee County Circuit Court Felony Division
2. Judicial Internship: United States District Court
3. Supervised Fieldwork: Central Wisconsin Community Law
4. Supervised Fieldwork: Milwaukee County District Attorney CHIPS/TPR Unit

5. Supervised Fieldwork: District Attorney's Offices in various counties

Let's Think About Legal Writing.

1. Judicial Internship: Milwaukee County Circuit Court Civil Division
2. Judicial Internship: United States District Court
3. Judicial Internship: Wisconsin Court of Appeals
4. Judicial Internship: Wisconsin Supreme Court

Let's Think About Labor and Employment Law.

1. Mediation Clinic
2. Restorative Justice Clinic
3. Supervised Fieldwork: Legal Action of Wisconsin
4. Supervised Fieldwork: Labor and Industry Review Commission
5. Supervised Fieldwork: South Milwaukee School District
6. Supervised Fieldwork: Versiti Blood Health (formerly Blood Center)

Let's Think About Sports Law.

1. Marquette Law and Entrepreneurship Clinic
2. Mediation Clinic
3. Restorative Justice Clinic
4. Judicial internship: U.S. District Courts
5. Judicial internship: Milwaukee County Circuit Court (criminal and civil)
6. Judicial Internship: Wisconsin Court of Appeals
7. Judicial Internship: Wisconsin Supreme Court
8. Supervised Fieldwork: Internal Revenue Service
9. Supervised Fieldwork: Marquette University General Counsel's Office
10. Supervised Fieldwork: Milwaukee World Festival, Inc.
11. Supervised Fieldwork: United States Attorney's Office for the Eastern District of Wisconsin
12. Supervised Fieldwork: University of Wisconsin System Office of the General Counsel
13. Supervised Fieldwork: Versiti Blood Health (formerly, Blood Center)
14. Supervised Fieldwork: Wisconsin Association of School Boards
15. Supervised Fieldwork: Wisconsin DPI (Special Education Division)

Interested in hands-on skills in a courtroom?

If you have an interest in litigation (civil or criminal), you should consider the Prosecutor Clinic or the Public Defender Clinic for Fall 2026-Spring 2027.

Interested in Creating your Own Internship?

You may be interested in a for-credit internship with a court, governmental agency, or nonprofit providing legal services with which the Law School does not have an ongoing internship arrangement. That internship may qualify for academic credit if it meets the requirements imposed by the Law School (and the American Bar Association). You should confer with Director Anne Kearney to discuss the availability of credit for this prospective placement and provide contact information for the proposed internship supervisor. Please indicate the possibility on this application at the appropriate place.

Note: Internships for academic credit are not available with for-profit institutions, including private law firms.

GENERAL CONSIDERATIONS FOR INTERNSHIPS

Working The Internship Into Your Schedule.

Consider whether you will have time and schedule space for a Clinic, Judicial Internship, or Supervised Fieldwork placement during the Summer.

- The requirement is **60 hours of time** devoted for each internship credit earned. Most internships are 2 credits and, therefore, require **120 hours**.
- Internship placements offer the best learning opportunities when students are able to spend blocks of time (a morning or an afternoon rather than an hour here and there) at the agency or court.
- Please carefully note any scheduling advice for a particular internship that is provided in these application materials and avoid conflicts with other classes and obligations.
- **An internship is like a part-time job.** When the math is done on the 120 hours of legal work required over the fall semester, it comes out to about 8-10 hours a week for 2 credits. As much as possible, interns should try to spread their internship time evenly across semester. **A student cannot participate in more than one experience in the internship or clinics program in any given semester.**

Program Prerequisites

Consider whether you meet the requirements for your preferred internship placement. You must be in good academic standing (not on academic probation) and, for most placements, you must have completed *at least 28 credits* (except for the Prosecutor and PD Clinics, 45 credits). In addition, certain placements have prerequisites or co-requisites to ensure that interns have the background necessary for their meaningful participation in internship activities. Prerequisites and co-requisites are included in the descriptions of placements that follow in this application packet and on the application form.

Selection Criteria

The placement process seeks to match applicants with internships in which they have expressed a high priority interest and where they will have the best opportunity for a successful internship experience. Selection factors include the following: program priorities identified by the applicant on the application; applicant's preparedness for internship for which they have applied (including completion of minimum credits, satisfaction of any prerequisites or corequisites, and overall academic performance to date); applicant's proximity to graduation; applicant's prior opportunity to participate in an internship and the quality of their participation in that internship; any relevant experiences as seen in the applicant's resume; and information provided by applicant in the optional interest statement with their resume.

Yes—Internships for Part-Time Students

The Law School is committed to making its Clinics, Judicial Internships and Supervised Fieldwork Programs available to part-time students. Despite the commitments for part-time

students outside the Law School, there are placements within the internship program that can accommodate part-time students who have a little flexibility in their daytime work schedules.

Wisconsin Student Practice Rule

The Wisconsin Student Practice Rule (Chapter 50 of the Wisconsin Supreme Court Rules) allows law students to engage in certain lawyering activities under the direct supervision of an attorney, *e.g.*, making supervised appearances on the record in court, negotiating on behalf of a client, counseling and giving legal advice to a client. A student is eligible for certification after completing “the first-year curriculum for a full time student.”

Partial Travel Reimbursement

Some internship programs require regular travel to locations outside of Milwaukee County such as to Madison, Waukesha, Kenosha, Racine, Appleton, Port Washington, or Green Bay. To assist students in financing the cost of required travel, Dean Kearney has approved a partial mileage reimbursement plan. Details will be provided to the interns placed in these internships.

No Compensation

Marquette Law School’s Clinics, Judicial Internships, and Supervised Fieldwork placements are part of a for-credit program. **There is no monetary compensation permitted for the placements described in this packet.**

Liability Release and Waiver

The Law School does not require participation in an internship placement as a requirement for the award of the Juris Doctor degree. Students participate in internships as a voluntary curricular choice. To be placed into an internship an applicant must execute a standard “Liability Release and Waiver” form developed by the Office of General Counsel of Marquette University. A copy of the form is attached to the internship application (**see page 30**) and must be executed and filed with the application in order for a student to be considered for an internship placement.

Questions?

If you have any questions about the Clinics, Judicial Internships or Supervised Fieldwork placements, please see Director Anne Kearney. Director Kearney’s email address is anne.kearney@marquette.edu and her office is Room 202B. The best resources about these programs are recent student interns or your professors. Please do not hesitate to talk to them.

CLINICS

MARQUETTE LAW AND ENTREPRENEURSHIP CLINIC

The Law and Entrepreneurship Clinic offers students interested in transactional law the opportunity to provide legal services to startup businesses and entrepreneurs in southeastern Wisconsin, with a focus on clients who cannot afford an attorney. The Clinic is located in Eckstein Hall and is directed by Professor Nathan Hammons. Students participate under the Wisconsin Student Practice Rule to counsel clients on transactional matters, such as business entity selection and formation, financing, business contracts,

employment issues, licenses and permits, intellectual property matters (except for patent prosecution), and real estate. Students do not need to have an interest in entrepreneurship to participate—rather, the Clinic operates as a vehicle for training students in transactional lawyering.

Students in the Clinic meet weekly in a classroom setting on a day and at a time to be determined. During that time, they will receive practical skills training and instruction in substantive legal areas. Topics will include professionalism, client interviewing and counseling, document drafting, business negotiations, governmental filings, legal research and writing, client risk management, and law practice management. Students will also engage in “case rounds” (discussions about active client matters). The Clinic is a one-semester experience.

Credits: 3

Time Commitment: 180 hours

Graded: Satisfactory/Unsatisfactory

Prerequisite: Business Associations

Prerequisite or Co-Requisite: Law Governing Lawyers

Limited to students who have completed the 1L curriculum for full-time students (a Wisconsin Student Practice Rule Requirement)

Notes: The Clinic prefers students who have completed at least one course in addition to Business Associations in a relevant substantive area (e.g., business planning, commercial law, contract drafting, corporate finance, employment law, federal taxation, intellectual property, real estate law, secured transactions, or securities regulation).

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

Learning Objectives of the Law and Entrepreneurship Clinic

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

- **Professionalism.** Each student will think critically about and demonstrate the professional and ethical responsibilities required as lawyers.
- **Communication.** Each student will communicate effectively with clients and other stakeholders as needed to identify problems and advance solutions.
- **Legal Analysis and Judgment.** Each student will apply sound legal judgment to identify and analyze the client's legal needs, conducting thorough research and translating legal insights into practical, real-world advice.
- **Drafting.** Each student will produce clear, accurate, and effective transactional documents by drawing on appropriate forms and precedent and demonstrating careful attention to detail.

- **Management.** Each student will manage their client matters with professionalism and efficiency, meeting deadlines, adapting to shifting priorities, and employing project management tools and practices to advance client goals.
- **Professional Identity Formation.** Each student will develop their professional identity by intentionally reflecting on the values and principles that are foundational for successful legal practice.

MEDIATION CLINIC

Students mediate civil cases filed in the Milwaukee County and Waukesha County Circuit Court Small Claims Division. Each student mediates around six to ten cases under the supervision of an experienced lawyer/mediator. Students write final agreements, which are e-filed with the court. Students learn to deal with real people and real emotions, skills that will serve them in their professional careers. **The clinic meets every Monday morning from 8:30 a.m. to 12:30 p.m.** Students mediate or observe other students mediate by Zoom most Mondays. They also may go to the Milwaukee County Courthouse at times to observe Small Claims Commissioners. The Mediation Clinic gives students the opportunity to develop critical listening and problem-solving skills that provide alternatives pathways to litigation. Students work directly with a diverse population facing a variety of legal, social, and economic problems. The clinic is designed to advance Marquette University's Jesuit mission of service.

Enrollment is limited to students who have completed 28 credits.

Prerequisites: None.

Credits: 2

Time Commitment: 120 hours

Graded: Satisfactory/Unsatisfactory

Note: All participants in the Mediation Clinic must complete a weekend of mediation training at the beginning of the semester on dates to be announced.

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

- Understanding alternative dispute resolution (ADR) processes;
- Analyzing conflict and listening styles;
- Developing enhanced communication and active listening skills;
- Exploring and experiencing how mediation works in the court system;
- Developing and applying problem-solving strategies;
- Enabling parties to reach a mutually satisfactory agreement.
- Effectively communicating with clients, decision-makers, and other stakeholders to solve problems.
- Thinking critically about and demonstrate professional and ethical responsibilities required as lawyers.
- Developing their professional identity by intentionally reflecting on the values and principles that

are foundational for successful legal practice.

PROSECUTOR CLINIC

The Prosecutor Clinic offers students the opportunity to learn in the classroom and in the field. In the field, student interns are with the Milwaukee County District Attorney's Office, under the Wisconsin Student Practice Rule, and participate in the prosecution of criminal cases. Interns assist state prosecutors with both felony and misdemeanor cases, observing and handling such matters as initial appearances, bail hearings, motion hearings, plea negotiations and sentencing. Before concluding this clinical experience, students may participate in jury trials under the direction of their supervising attorneys.

There are two parts to the Prosecutor Clinic: the Prosecutor Clinic Workshop (a classroom experience that satisfies the workshop requirement) and the Prosecutor Clinic supervised fieldwork program placement at the Milwaukee County District Attorney's Office. Students selected for the Prosecutor Clinic must enroll in both components. *Prerequisites: Criminal Law and Evidence, Prerequisites or Co-requisites: Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers. Limited to students who have completed 45 credits. Note: This is a 2-semester course.*

Prosecutor Clinic Workshop: This is a classroom experience concentrating on understanding underlying concepts and the development of lawyering skills such as analyzing and charging cases, initial proceedings, motions, plea agreement, sentencing. (1 graded credit for each of 2 semesters).

Credits: 1 credit each semester
Graded: Letter grade system (A, B, C., etc.)
Prerequisites: Criminal Law, Evidence,
Prerequisites or Co-requisites: Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers
Limited to students who have completed 45 credits.

Class meeting time: Monday evenings (5:00 p.m. to 6:50 p.m.)

Prosecutor Clinic (Supervised Fieldwork Placement) at the Milwaukee County District Attorney's Office: This is a placement with the Milwaukee County District Attorney's Office under the supervision of assistant district attorneys focused on observing and engaging in charging and pretrial work as well as observing or possibly assisting with trial work (2 S/U credits for each of 2 semesters). *Prerequisites: Criminal Law and Evidence, Prerequisites or Co-requisites: Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers. Limited to students who have completed 45 credits.*

Credits: 2 credits each semester
Time Commitment: 120 hours each of the fall and spring semesters
Graded: Satisfactory/Unsatisfactory
Prerequisites: Criminal Law, Evidence
Prerequisites or Co-requisites: Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers
Limited to students who have completed 45 credits.

A participating student must complete the entirety of the two-semester program in order to earn any academic credit; that is, no partial credit is awarded for participation in some but not all of the program. A total of 6 credits will be awarded over the year (2 for the workshop and 4 for the supervised fieldwork) upon conclusion of the two-semester program (although on final transcripts the credits for each component will be evenly divided between the fall and spring semesters).

PUBLIC DEFENDER CLINIC

In the Public Defender Clinic, 3L students are in the classroom, and they intern with the Milwaukee Office of the Wisconsin State Public Defender Trial Division. They participate in the preparation and defense of criminal cases under the Wisconsin Student Practice Rule. Working under the supervision of Assistant State Public Defenders, students observe and assist in all phases of representing low income individuals who are accused of crimes. The emphasis is on client-centered representation. Interns may interview clients and witnesses, research legal issues, make court appearances, participate in plea negotiations, prepare cases for trial, and assist at trials.

There are two parts to the Public Defender Clinic: the Public Defender Clinic Workshop (a classroom experience that satisfies the workshop requirement) and the Public Defender Clinic supervised fieldwork program placement in the Trial Division of the Wisconsin State Public Defender's Office in Milwaukee. Students selected for the Public Defender Clinic must enroll in both the workshop and field components. *Prerequisites: Criminal Law, Evidence. Prerequisites or Co-requisites Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers. Limited to students who have completed 45 credits. Note: This is a 2-semester course.*

Public Defender Clinic Workshop: This is a classroom experience with a focus on the understanding of underlying concepts and the development of lawyering skills such as case investigation and analysis, initial proceedings, pretrial motions, plea agreements, sentencings (1 graded credit for each of 2 semesters).

Credits: 1 credit for each semester
Graded: Letter grade system (A, B, C., etc.)
Prerequisite: Criminal Law, Evidence
Prerequisite or Co-requisite: Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers
Limited to students who have completed 45 credits.

Class meeting time: Thursday evenings (5:00 p.m. to 6:50 p.m.)

Public Defender Clinic: Office of the State Public Defender Trial Division (Milwaukee):

Students work under the supervision of assistant state public defenders to observe and assist in all phases of client-centered representation. Interns may interview clients and witnesses, research legal issues, make court appearances, participate in plea negotiations, prepare cases for trial, and assist at trials (2 S/U credits for each of 2 semesters). *Prerequisites: Criminal Law and Evidence. Prerequisites or Co-requisites Criminal Process or Constitutional Criminal Procedure and Law Governing Lawyers. Limited to students who have completed 45 credits.*

Credits: 2 credits for each semester
Time Commitment: 120 hours for each of the fall and spring semesters
Graded: Satisfactory/Unsatisfactory

Prerequisites: Criminal Law, Evidence
Prerequisites or Co-requisites: Criminal Process or Constitutional Criminal Procedure
and Law Governing Lawyers
Limited to students who have completed 45 credits.

A participating student must complete the entirety of the two-semester program in order to earn any academic credit; that is, no partial credit is awarded for participation in some but all of the program. A grand total of 6 credits will be awarded (2 for the workshop and 4 for the supervised fieldwork) upon conclusion of the two-semester program (although on final transcripts the credits for each component will be evenly divided between the fall and spring semesters).

RESTORATIVE JUSTICE CLINIC

The Restorative Justice Clinic (RJC) is an in-house clinical program of Marquette Law School's Andrew Center for Restorative Justice. It provides students with supervised, hands-on experience in restorative justice practices—including victim-offender dialogue, healing circles, and community conferencing—while encouraging reflection, ethical lawyering, and community-centered problem-solving. Students earn academic credit through a combination of fieldwork and classroom learning.

The clinic operates at the intersection of law, healing, and justice. It is designed to prepare students for legal practice that engages trauma, conflict, and harm with humility, accountability, and empathy. Through this work, students become more attuned to justice systems that honor the voices of all impacted parties.

Learning Objectives

The Restorative Justice Clinic is designed to prepare students to engage in legal practice that centers on healing, accountability, and community trust. Upon completion of the clinic, students will demonstrate competence in the following areas:

Professionalism and Ethics

- Think critically about and demonstrate the professional and ethical responsibilities required as lawyers
- Practice restorative values such as dignity, accountability, and integrity
- Maintain respectful and inclusive relationships with clients, community members, and peers
- Reflect on the role of the lawyer as a facilitator of healing and social justice

Restorative Practice

- Understand and articulate key restorative justice principles, especially the circle process framework
- Participate in and/or facilitate healing circles, community conferences, and victim-offender dialogues in correctional facilities and other community settings.
- Apply trauma-informed and culturally responsive restorative practices in legal and community contexts

Communication and Problem-Solving

- Effectively communicate with clients, decision-makers, and other stakeholders to solve problems, including how to address harm, resolve conflict, and support healing
- Use deep listening and nonjudgmental dialogue to foster trust, understanding, and accountability
- Translate restorative practices into accessible language for diverse audiences

Critical Thinking and Legal Judgment

- Identify legal, relational, and community concerns underlying incidents of harm or conflict
- Evaluate restorative options in light of justice system dynamics and broader social implications

- Analyze how law, systems, and policies impact individual and community well-being

Professional Identity and Reflective Practice

- Develop a professional identity rooted in restorative values and client-centered advocacy
- Recognize the challenges confronting the poor, marginalized, and under-represented in society, as observed through our restorative settings.
- Reflect intentionally on personal growth, biases, values, and the kind of lawyer you aspire to be, as well as the principles that are foundational for successful legal practice.

Project Design and Implementation

- Work in teams of two to design and facilitate a restorative justice circle at the Community Reintegration Center or the Milwaukee Women’s Correctional Center, and complete a reflective paper on your experience
- Independently research and develop a restorative justice initiative
- Deliver a final presentation or written product on your initiative that demonstrates insight, impact, and application of clinic experience

Course Requirements

- Credits: 2
- Grading: Satisfactory/Unsatisfactory
- Time Requirement: 120 hours (includes classroom sessions, fieldwork, project time, and reflective practice)
- *Prerequisites: None (Students must have completed at least 28 credits).*

GRADED: Satisfactory/Unsatisfactory

CLASSROOM COMPONENT: Please see class schedule. Students in the clinic meet weekly on Monday evenings from 4:00pm to 6:10m and in community settings during the week as schedules permit.

****You must go through the application process for this clinic. And, if you have not completed the Restorative Justice Workshop, please also contact Professor Triggiano before registering for the Clinic.**

JUDICIAL INTERNSHIP PROGRAMS

Judicial Internship programs give students an opportunity to experience the work of the judiciary through assignment to a specific appellate or trial court. The chance to be a working member of a court staff and to observe judicial decision-making can be an invaluable educational experience that helps prepare students to function effectively in the courts as practicing lawyers.

NOTE: There is a weekly classroom component to the Judicial Internship placements, which meets on Wednesdays from 12:15-1:15 p.m.

JUDICIAL INTERNSHIP: APPELLATE COURTS

Judicial Internship-Appellate Courts. Students intern with justices and law clerks of the Wisconsin Supreme Court or with judges and law clerks 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 28 credits.

Special Notes on Appellate Court Placements:

1. **Wisconsin Supreme Court.** This internship is principally a legal analysis and legal writing experience in which students are assigned to a Justice's Chambers. Student interns may engage in research memo writing and bench memo writing for their Justice for upcoming oral arguments. It involves a good amount of work. Supervisory feedback is received primarily from the assigned Justice's law clerk. **Notes: (1) This internship is primarily a remote opportunity. You may have the opportunity to travel to/work in chambers periodically. (2) A student participating in the Wisconsin Supreme Court judicial internship may not simultaneously be employed in a law-related position. (3) This position involves project-based work, and may involve hours in excess of 120 hours depending on the Justice's Chambers.**
2. **Wisconsin Court of Appeals.** This internship is principally a legal analysis and writing experience. Students generally work on draft opinions for the judges; however, other research assignments and technical work on the court's opinions may be involved. The intern's principal contact is a staff attorney or a judge's law clerk. Placements are available with District I (downtown Milwaukee), possibly, District II, which is located just off interstate highway I-94 in Waukesha County, or District III (remote).

JUDICIAL INTERNSHIP: TRIAL COURTS

In the Judicial Internship Trial Courts program, students may intern with a United States District Judge or United States Magistrate-Judge.

Credits: 2
Duration of Internship: One Semester
Time Commitment: 120 Hours (including time spent in
the classroom component)
Grade: Satisfactory/Unsatisfactory
Limited to students who have completed 28 credits

FEDERAL TRIAL COURT

United States District Court. A federal trial court internship is a placement with one of the U.S. District Judges who presides in the United States District Court for the Eastern District of Wisconsin in Milwaukee. In addition, there is the opportunity for an internship with District Court Judge Griesbach in Green Bay. These judges' calendars involve civil, criminal and administrative law cases.

United States Magistrate Judge. Placement is with United States Magistrate Judge Nancy Joseph who sits in Milwaukee. 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), handle certain administrative agency appeals, and provide such other assistance to the district judges as authorized by law (including mediation services).

Internships with the federal trial courts are principally research and writing experiences. Students work on opinions or orders and they perform 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 court. *Prerequisites: Civil Procedure, LAWR 1 & LAWR 2.* **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

MILWAUKEE COUNTY CIRCUIT TRIAL COURTS

Milwaukee County Circuit Court: Felony Division. Milwaukee County Circuit Court internships in the Felony Division are opportunities to develop litigation skills by active observation of proceedings in the courtroom and judge's chambers. The judges who participate in this program are generous in spending time with their interns to discuss the matters on the court's docket and the proceedings observed by the students, such as motion hearings, pretrial conferences, trials to the court or jury. Research and writing may be involved with the needs of the judges. *Prerequisites: None.*

Milwaukee County Circuit Court Civil Division. A Civil Division internship consists of two components: an in-court observation experience and a research/writing experience in which the intern works with the Milwaukee County circuit court research coordinator preparing written decisions for the judges (many of which involve a variety of pretrial motions). *Prerequisites: Civil Procedure, LAWR 1 & LAWR 2.*

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

WAUKESHA COUNTY CIRCUIT TRIAL COURT

Waukesha County Circuit Court Civil Division. This Civil Division internship consists of an in-court observation experience in civil court and a research/writing experience. Interns work with the civil court judge on preparing memos and, possibly, written decisions (many of which involve a variety of pretrial motions). *Prerequisites: Civil Procedure, LAWR 1 & LAWR 2.* **Notes: The law school will nominate an applicant. The applicant will need to submit a resume and writing sample, and then interview with a Waukesha County circuit court judge.**

SUPERVISED FIELDWORK PROGRAM

Supervised Fieldwork placements are designed for students' experiential learning in a wide variety of governmental agencies and non-profit organizations. Interns work under the guidance of experienced lawyers in the field and under the general supervision of the Director of Clinical Education. The program provides practical learning experiences in many areas of legal practice.

In authentic legal settings, students develop valuable lawyering skills that may include interviewing and counseling, factual investigation and analysis, legal research, problem-solving, written and oral communication, dispute resolution, courtroom advocacy, and time management.

Note: Most fieldwork placements are in-person experiences. Any remote aspect to the internship is included in the description.

Credits: 2 (unless noted otherwise)

Duration of Internship: One Semester

Time Commitment: 120 hours for 2-credit internships

Grade: Satisfactory/Unsatisfactory

Prerequisites and co-requisites are listed in each placement description.

Limited to students who have completed 28 credits. Chapter 50 student practice rule internships (which are noted in the materials that follow) require satisfactory completion of the 1L curriculum.

Note: An in-person orientation session is required at the start of the semester and a closing session is required at the end of the semester. There is no weekly classroom component in the Supervised Fieldwork Program. But students must participate in prescheduled group check-in meetings on TEAMS monthly during the noon hour.

SUPERVISED FIELDWORK PROGRAM PLACEMENTS

Catholic Charities Legal Services for Immigrants. Catholic Charities provides family-based immigration services, including assisting clients with applications for asylum and permanent residency. Under the supervision of agency lawyers, interns may interview clients, assist in the preparation of relevant documents, and research legal issues pertinent to immigration law. Although not required, knowledge of Spanish can be useful in this internship. *Prerequisites: None. Immigration Law preferred but not required.*

Central Wisconsin Community Law. Central Wisconsin Community Law is a non-profit law firm providing adult criminal defense and juvenile delinquency defense to low-income clients. This internship occurs in the Milwaukee office. A student intern can expect to observe and assist staff counsel in the full range of activities associated with the defense of adult criminal cases and juvenile delinquency cases, including client intake and meetings, preparing motions and other court documents, discovery review, making supervised court appearances under the Wisconsin Student Practice Rule, and assisting supervising counsel in trial preparation and at trials. *Prerequisites: Criminal law. Preferred but not required: Evidence and Criminal Process or Constitutional Criminal Procedure.*

Centro Legal. Centro Legal is a nonprofit organization located on the south side of Milwaukee that provides low-cost legal services to low-income residents. The focus of the agency's work is on family law litigation, representing victims of domestic violence in proceedings such as divorce, child custody and placement. Students under the Wisconsin Student Practice Rule may make on-the-record appearances in court on behalf of their clients. The majority of Centro Legal's clients are English speaking; knowledge of Spanish is not required. *Prerequisite: None. Any family law course is preferred but not required.*

City Attorney's Office, City of Milwaukee. Attorneys in this office act as the in-house legal counsel for the City of Milwaukee. Attorneys handle matters of municipal law involving work with neighborhoods,

ordinance enforcement, and policymaking. Student interns may be working on research and writing projects or may appear in court to enforce ordinances. *Prerequisites: None.*

City Attorney's Office, City of West Allis. The attorneys in this governmental office handle litigation on behalf of the City, provide legal advice and opinions to City officials, prepare and review City resolutions and ordinances, draft contracts and other legal documents, and prosecute violations of City ordinances. *Prerequisite: None.*

Federal Defender Services of Wisconsin. Federal Defender Services of Wisconsin provides defense services for low income individuals accused of committing federal crimes in Wisconsin. Interns work directly with the federal defenders in representing their clients. Intern work may include legal research and writing, assisting in case analysis and preparation, and accompanying supervising lawyers to federal court. The office is located in downtown Milwaukee. *Prerequisites: Criminal Law, Evidence. Prerequisite or Co-requisite: Criminal Process or Constitutional Criminal Procedure.*

Fond du Lac County District Attorney's Office. This is a Student Practice Rule internship for a student interested in observing courtroom advocacy and gaining experience in the context of a state prosecutor's office. The office is located in Fond du Lac, Wisconsin (about 60 miles north of Milwaukee). Students will assist assistant district attorneys in the phases of a criminal case from charging to sentencing. Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

Internal Revenue Service. The internship is with the Office of Chief Counsel for the United States Department of the Treasury, in the Milwaukee Region. Student interns typically assist attorneys with resolving tax problems, which may include drafting opinions and memoranda, as well as preparing cases for trial before the United States Tax Court. If the Tax Court is sitting during the internship, students may have an active role in presenting cases to the Court. Otherwise, student interns may participate in a mock trial in the office. *Prerequisites: None. Federal Income Tax Course or Administrative law preferred but not required..* **Notes: A student participating in this internship may not simultaneously be employed in a law-related position.**

International Institute of Wisconsin. International Institute of Wisconsin. This organization is a refugee resettlement organization devoted "to the promotion of international cooperation and understanding." An intern will work with the legal services arm of the organization to provide immigration legal services in aid of securing permanent residency or asylum, or citizenship for legal immigrants. Further, legal services may be provided to obtain work authorization for legal immigrants. A student intern will work with the legal service team to interview clients, provide the narrative for purposes of supporting the client's applications, and ensure that documentation is completed for the necessary applications. *Prerequisites: None. Immigration Law preferred but not required.*

Labor and Industry Review Commission (LIRC) in Madison. LIRC is Wisconsin's independent administrative agency deciding appeals of employment decisions by administrative law judges in the areas of unemployment insurance, workers compensation, and equal rights. This is an in-person opportunity in Madison for a law student to gain valuable and practical experience concerning the Wisconsin laws that directly impact employees and employers in the workplace. The intern will work on cases and projects relating to the areas under the commission's jurisdiction as assigned by the Commissioners or the Commission's staff attorneys. Supervision for the internship will be provided by Commissioner Marilyn Townsend. *Prerequisites: None. Labor Law or any Employment Law course preferred but not required.*

Selection note for LIRC. The law school will nominate a potential intern for this position. The intern will receive instructions about transmitting a resume and a cover letter, which addresses the student's particular interest in serving as an intern at the Commission. The applicant will interview with Commissioner Townsend for the position.

Legal Action of Wisconsin, Inc.: Legal Action of Wisconsin, with offices located in downtown Milwaukee and now in Wausau (with its merger with Judicare), provides legal representation in certain practice areas for low-income individuals and others for whom access to the justice system might otherwise be denied. Student interns may do work in practice areas that include consumer debt, eviction defense, and elder law. Intern work may include case investigation, legal research, interviewing clients and witnesses, providing assistance with matters in litigation, attending court proceedings, and drafting documents/briefs. *Prerequisite for all Legal Action internships: Civil Procedure.*

Legal Aid Society of Milwaukee.: For over 100 years the Legal Aid Society of Milwaukee has furnished a wide variety of civil legal services for 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 Social Security Disability Insurance and Medicare/Medicaid matters), legal problems confronting the homeless, tax and bankruptcy, immigration, and trusts/estates.

At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, Legal Aid lawyers serve as a guardian ad litem (GAL) 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. An intern may engage in the full range of lawyering activities, including client counseling, case investigation, legal research, witness preparation, assistance with litigation, attending court proceedings, and drafting motions and briefs for both trial and appellate courts. *Prerequisite: Civil Procedure.*

Special note about Legal Aid Society Internships: Interns assigned to the Guardian ad Litem Division at the Children's Court may have the opportunity to appear on the record in court under the Wisconsin Student Practice Rule. Fridays should be avoided in the Guardian ad Litem internship.

Marquette University Office of General Counsel. The Office of General Counsel for Marquette University is the principal representative for legal matters involving Marquette University. This is a transactional internship. Attorneys in this in-house legal counsel office may handle matters that include employment law, athletics, regulatory compliance, policy-making, and real estate. An intern will have a range of experiences involving corporate and educational law issues. The office is located in Zilber Hall on Marquette's campus. *Prerequisites: None.*

Medical College of Wisconsin, General Counsel's Office. The General Counsel's Office supports Wisconsin's largest physician practice and the medical college. This internship is an introduction to the general counsel environment. Student interns will be involved in a large research project and smaller research projects that may be related to the medical mission of the Medical College of Wisconsin, the higher education mission of the institution, real estate, contracting, employment, or research. At least one half day in the office is required to meet and work with the attorney team. *Prerequisites: None. Any health law class, employment class, advanced legal writing, contract drafting class or administrative law class is preferred but not required.*

Medical College of Wisconsin Office of Risk Management. This is a health law internship focused principally on health care provider liability. Lawyers in the Office of Risk Management, which is located in Wauwatosa, provide legal advice to physicians and to the Medical College of Wisconsin on patient and doctor matters, sometimes involving allegations of medical negligence. Attorneys also provide legal advice intended to proactively prevent claims. The office responds to legal issues; may assist in the development of policy to minimize risk; and periodically addresses medical ethics concerns.

Prerequisites: None. Any Health Law course is preferred but not required.

Midwest Environmental Advocates. Midwest Environmental Advocates is a nonprofit environmental law center located in Madison. It is a mission-driven organization devoted to advocacy in the promotion of healthy water, air, land, and good government. The intern may draft pleadings, briefs, and other legal documents; conduct legal research and prepare memoranda; develop legal theories; gather evidence; and attend meetings with clients, conferences with opposing counsel, and court proceedings. *Prerequisite:*

Any Environmental Law course. Notes: This placement is remote.

Selection Note: A student is nominated to interview for a competitive position and must submit a letter of interest, resume, and writing sample to MEA.

Milwaukee County Corporation Counsel. The Office of Corporation Counsel acts as the legal advisor to County departments, the Milwaukee County Board of Supervisors and the Milwaukee County Executive. The Office of Corporation Counsel prosecutes or defends all civil actions in which Milwaukee County is a party; issues opinions; drafts county ordinances and resolutions; represent the County in hearings for mentally ill persons; handles protective placements and guardianships for individuals when needed. Student interns may assist attorneys in civil litigation, employment law matters, and in various transactional assignments.

Students certified under the Wisconsin Student Practice Rule may assist in representing the County in mental health court hearings under Wis. Stat. Ch. 51. *Prerequisites: None.*

Milwaukee County District Attorney CHIPS/TPR Unit. At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, attorneys in the Milwaukee County District Attorney's Office litigate cases involving children who are abused or neglected. Their caseload includes Children in Need of Protection or Services ("CHIPS") cases and Termination of Parental Rights ("TPR") proceedings. An intern may attend and participate in a variety of court proceedings and assist in the preparation of various litigation documents, *e.g.*, CHIPS/TPR petitions, court orders, briefs. A student intern may make supervised court appearances on behalf of the State under the Student Practice Rule. *Prerequisite: Evidence. Juvenile Law or any Family Law course preferred but not required.*

Scheduling Note: Mondays and Tuesdays are particularly good days on which to schedule time at the Milwaukee County District Attorney CHIPS/TPR Unit.

Milwaukee County Economic Development and Real Estate Services. This Division is responsible for development associated with land owned by Milwaukee County (through development agreements, restrictive deeds, options to purchase and the like), negotiating easements across County lands, the disposition of property forfeited to the County, and the development of public policy as it relates to economic development. This internship is focused on transactional lawyering, including contract review and the preparation of planning legal documentation. *Prerequisite: Contracts. Preferred but not required: Contract Drafting or the Community and Economic Development course. Note: This internship is primarily remote.*

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

property. In this transactional internship, the student intern will work with the Contracts Managers on contract review, drafting, negotiation, and enforcement. Other intern duties may include research into issues affecting County Parks property, contracting, and Milwaukee County Board approvals for County Parks matters. *Prerequisite: Contract Drafting.*

Milwaukee Metropolitan Sewerage District General Counsel. The Milwaukee Metropolitan Sewerage District (MMSD) is a regional governmental agency that provides water reclamation and flood management services for about 1.1 million people in 28 communities in the Greater Milwaukee Area. A student intern works with MMSD's in-house legal group to provide advice on matters relating to environmental law, municipal law, real estate acquisition, public bidding and construction contracting, condemnation proceedings, public records and open meetings law issues. This internship is best described as an **in-house counsel experience** in the context of environmental and municipal law. *Prerequisite: Any Environmental Law course. Business Associations or Contract Drafting preferred but not required.*

Scheduling Note for MMSD Internship: MMSD holds staff and commission meetings on Monday mornings.

Milwaukee World Festival, Inc. Office of General Counsel. Milwaukee World Festival, Inc. is a private 501(c)(3) corporation, located in downtown Milwaukee, and it produces Summerfest (one of the world's largest music festivals) as well as other entertainment events and cultural festivals. This internship is with the general counsel's office, which oversees all aspects of the production of these event and collaborates with all departments within the Milwaukee World Festival. A student intern may work on reviewing and drafting contracts (*e.g.*, vendor and exhibitor agreements, sponsorship agreements, licensing agreements, service/purchasing agreements), risk management and insurance issues, trademark infringement/cease and desist activities, employment and human resources matters, contest rule-writing, corporate governance and government relations. *Prerequisites: Contracts. Contract Drafting course is preferred but not required.*

Outagamie County District Attorney's Office. This is a Student Practice Rule internship for a student interested in observing courtroom advocacy and gaining experience in the context of a state prosecutor's office. The office is located in Appleton, Wisconsin. Students will assist assistant district attorneys in the phases of a criminal case from charging through sentencing. Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

Ozaukee County District Attorney's Office. Students will observe and assist assistant district attorneys in advocacy during the phases of a criminal case from charging through sentencing. The office is located in Port Washington, Wisconsin (about 25 miles north of Milwaukee). Using student practice certification, students likely will have the opportunity to develop courtroom skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process or Constitutional Criminal Procedure.*

Racine County District Attorney's Office. This is a Student Practice Rule internship for a student interested in observing courtroom advocacy and gaining experience in the context of a state prosecutor's office. The office is located in Racine, Wisconsin (about 30 minutes south of Milwaukee). Students will assist assistant district attorneys in the phases of a criminal case from charging through sentencing. Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

Racine County Public Defender's Office. A student intern will observe and assist assistant public defenders in the defense of low-income individuals charged with crimes. The office is located in Racine County. Student intern work may include all aspects of criminal defense, such as reviewing discovery, research, writing motions and briefs, assisting with trial preparation, and appearing in court proceedings under the Wisconsin Student Practice Rule. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

Sheboygan County District Attorney's Office. This is a Student Practice Rule internship for a student interested in observing courtroom advocacy and gaining experience in the context of a state prosecutor's office. The office is located in Sheboygan, Wisconsin (about one hour north of Milwaukee). Students will assist assistant district attorneys in the phases of a criminal case from charging through sentencing. Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

South Milwaukee School District. The City of South Milwaukee in southern Milwaukee County is home to a public school district with one high school, one middle school, and four elementary schools. This office handles a number of functions typically performed by in-house counsel. This internship combines experience in public sector labor/employment law and education law. A student may work on matters involving employment, education policies, open records and open meetings, student discipline, student rights and speech. *Prerequisites: None. Any Employment Law course or Education Law preferred.*

United States Attorney for the Eastern District of Wisconsin. United States Attorneys have three statutory responsibilities under 28 U.S.C. § 507: (1) prosecution of criminal cases brought by the Federal government; (2) prosecution and defense of civil cases in which the United States is a party; and (3) collection of debts owed the Federal government. The United States Attorney's Office is located in the Federal Courthouse at 517 E. Wisconsin Avenue. This internship provides interns with a research and writing experience complemented by the opportunity to accompany prosecutors in federal trial court. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process or Constitutional Criminal Procedure.*

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

Versiti Blood Health, Inc. (formerly, Blood Center), Office of Corporate Counsel. This organization helps advance patient care and scientific understanding. The internship is located just two blocks west of the Marquette campus at 638 North 18th Street. This is a transactional internship giving interns a first-hand experience in the work of in-house counsel. Interns may have the opportunity to work on employment matters, contract management, corporate governance, internal and external audit activities, regulatory compliance, and employment issues. *Prerequisite: Contracts. Business Associations or Contract Drafting preferred but not required.*

Vivent Health (formerly the AIDS Resource Center). An intern will be part of the legal services team at Vivent Health providing problem-solving on issues that include medical care, housing services, and trust & estates. The intern will work with staff lawyers to address client legal matters, including advance

directives, discrimination in employment, housing and public accommodations, social security disability, insurance, guardianships, evictions and bankruptcies. Principal activities include interviewing clients, conducting legal research, and document drafting. *Prerequisite: None.*

Washington County District Attorney's Office. This is a Student Practice Rule internship for a student interested in observing courtroom advocacy and gaining experience in the context of a state prosecutor's office. The office is located in West Bend, Wisconsin. Students will assist assistant district attorneys in the phases of a criminal case from charging to sentencing. Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure.*

Wisconsin Association of School Boards. The Wisconsin Association of School Boards (WASB) is a non-profit organization located in Madison that seeks to advance education through supporting local school boards of Wisconsin's public schools. An intern will work with the legal staff of WASB who respond to inquiries about legal issues received from school boards across the State of Wisconsin and who help formulate guidance on public education issues. These issues may arise under education law as well as contracts, labor and employment, the Family Medical Leave Act, and many others. *Prerequisites: None. Education Law preferred but not required. Note: This internship is remote.*

Wisconsin Department of Justice (Office of the Attorney General) Legal Services Division (Madison). In this 3-credit internship, students are assigned to one of the units of the Legal Services Division of the Wisconsin Department of Justice, located in Madison, which may include the Appeals unit. Students work with Assistant Attorneys General on assignments that may include motions and responses to motions, trial and appellate court briefs, research memoranda on case-related issues, analysis of legislative proposals, and the observation of court hearings. *Prerequisites: Civil Procedure; LWR 1 and 2. Interns will earn 3 credits (a 180-hour time commitment).*

Wisconsin Department of Natural Resources Bureau of Legal Services. *Now a 3-credit internship.* The Wisconsin Department of Natural Resources is dedicated to the preservation, protection, effective management, and maintenance of Wisconsin's natural resources. The DNR's Bureau of Legal Services provides counsel to the DNR on a wide range of topics related to environmental law, natural resource law, and administrative law. Students will assist DNR attorneys in a full range of activities including, legal research on environmental law in Wisconsin, preparing for and attending contested case hearings, drafting administrative regulations, coordinating with other state and federal agencies, and counselling clients. *Prerequisite: Any environmental law course or Administrative Law. Interns will earn 3 credits (a 180-hour time commitment).* **Notes: A student is nominated to interview for this position. This internship is partially remote and partially in-person at the Milwaukee office.**

Wisconsin Department of Public Instruction (Special Education Team) (Madison). The Wisconsin Department of Public Instruction has a team of lawyers and staff who oversee statewide compliance with the federal Individuals with Disabilities Education Act and related Wisconsin Statutes. Students work with the Special Ed team to monitor individual school districts for compliance with these laws. They will also work on school noncompliance issues – a process that involves investigation, fact-finding, and the implementation of corrective action. *Prerequisites: None. Education Law preferred but not required.* **Note: This internship is remote.**

Wisconsin Elections Commission. The Wisconsin Elections Commission (WEC) is responsible for the administration and enforcement of Wisconsin elections law. The non-partisan WEC is made up of six members. Four are appointed by the four legislative leaders and two are appointed by the Governor. A

student will work with and under the direct supervision of WEC Commissioner Mark Thomsen. The internship opportunity also includes working with WEC staff members on issues related to election law, voting rights, and election complaints. Students will work on research and writing (with emphasis on legislative and administrative law materials), participate in WEC staff meetings, and attend Commission meetings. *Prerequisites: None. Note: This internship is remote.*

Scheduling Notes for Wisconsin Elections Commission: WEC Commissioner Thomsen maintains his office in downtown Milwaukee. WEC meetings are held at least 4 times per year in Madison. Interns may attend a WEC meeting in Madison.

Wisconsin Institute for Law and Liberty (WILL). The Wisconsin Institute for Law & Liberty (WILL) is a public interest legal organization located in Milwaukee that is 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. Student intern work may include the evaluation of potential cases and work with representatives of like-minded organizations in addressing legal challenges associated with law reform and public policy litigation. An intern performs legal research, writes legal memoranda, and assists in the drafting of pleadings and briefs. Constitutional Law is emphasized in this internship. *Prerequisites: LAWR 1 & LAWR 2. Completion of any course with a First Amendment emphasis is preferred but not required.*

Scheduling Note for WILL Internship: WILL holds staff meetings on Monday mornings for discussion and strategy; interns should try to attend. Fridays should be avoided.

Wisconsin Legislative Council (Madison). *Now a 3-credit internship.* The Wisconsin Legislative Council is a nonpartisan legislative service agency of the Wisconsin legislature. It assists the legislature by (1) Providing legal and policy analysis, as well as procedural advice, to the standing and statutory committees of the Legislature and legislative taskforces; (2) Providing general staff services to study committees created by the Joint Legislative Council; (3) Responding to information and legal and policy research requests from legislators and other legislative agencies; (4) Preparing reports on all proposed administrative rules and assisting standing committees in their oversight of the administrative rulemaking process; (5) Drafting an Amendment Memo to describe every amendment recommended by a standing committee or adopted by either house of the Legislature; (6) Drafting an Act Memo to describe every enactment of the Legislature.

A student (1) will prepare at least one publication for the Legislative Council on a topic of interest to the intern relevant to the work of the Legislature; (2) may answer constituent questions; (3) will complete research and writing projects in response to legislative requests for information; (4) will attend committee meetings; and (5) will learn how to research statutes and legislation. *Prerequisites: LAWR 1 & LAWR 2. A legislation course is preferred but not required. This is a 3-credit internship, so 180 hours is required.*

Scheduling Note: Legislative activity occurs on Tuesdays, Wednesdays, and Thursdays, so try to schedule to be at the Legislative Council at least one of those days. Mondays and Fridays are writing days.

Wisconsin National Guard Staff Judge Advocate (Madison). Staff Judge Advocate lawyers provide legal services to military personnel and legal advice to the military service. In this internship, a student may work on such matters as estate planning (including wills and powers of attorney), family law issues, landlord-tenant matters, assertion of rights under legislation affecting servicemembers. There may also be the opportunity to observe disciplinary proceedings. The intern will research and draft documents and may have client interaction. The offices of the Staff Judge Advocate are located in 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). Assistant Public defenders in this office represent children 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 intern assists assistant public defenders by performing legal research and writing assignments, client interviews, and appearing in court hearings. The student can expect to observe and participate in hearings involved in all stages of a delinquency or child welfare case. The student intern will be exposed to pretrial discovery and trial strategy as well as advocacy skills. *Prerequisite: Evidence. Juvenile Law or Criminal Process is preferred but not required.*

Wisconsin State Public Defender Trial Division (Waukesha Office). A student intern with the Waukesha Office of the Wisconsin State Public Defender Trial Division participates in the defense of low-income individuals charged with a crime under the Wisconsin Student Practice Rule. Working under the supervision of assistant public defenders, students assist in all phases of representing individuals who are accused of crimes. Student intern duties include interviewing clients and witnesses, researching legal issues, making court appearances, participating in plea negotiations, preparing cases for trial, and assisting at trials. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process or Constitutional Criminal Procedure. Note: This is a 3-credit internship, and students are expected to report to the Waukesha office at least twice per week.*

**Application for Placement in a Clinic,
Judicial Internship, or Supervised Fieldwork Program**
FALL SEMESTER 2026

Name: _____

Your marquette.edu address: _____

Telephone: _____

Credit hours completed as of August 14, 2026: _____

Anticipated month and year of graduation: _____

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

Certain placements (federal courts, federal agency internships, and Wisconsin Supreme Court 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 fall 2026 semester:

INSTRUCTIONS FOR SUBMITTING YOUR APPLICATION

YOU MUST ATTACH ONE COPY OF YOUR RESUME. On the back of that resume, you may write (but are not required to write) a personal statement indicating which programs interest you and why. Your statement is useful in the making of placements.

YOU MUST ATTACH ONE COPY OF YOUR *CURRENT* 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. 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.

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 30.

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. Please give multiple preferences but no more than 6 choices.

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

CLINICS

Priority #

_____ Marquette Law and Entrepreneurship Clinic

Will you have completed Business Associations by August 14, 2026? Yes ___ No ___

Will you have completed Law Governing Lawyers by August 14, 2026? Yes ___ No ___

Which of the following courses will you have completed by
August 14, 2026 (preferred but not required)?

Business Planning	Yes ___ No ___
Any UCC course	Yes ___ No ___
Contract Drafting	Yes ___ No ___
Corporate Finance	Yes ___ No ___
Any employment law course	Yes ___ No ___
Any federal tax course	Yes ___ No ___
Any intellectual property course	Yes ___ No ___
Any real estate law course	Yes ___ No ___
Secured Transactions	Yes ___ No ___
Securities Regulation	Yes ___ No ___

_____ Mediation Clinic

_____ Prosecutor Clinic

Will you have completed Criminal Law and Evidence by

August 14, 2026? Yes ___ No ___ Will you have completed Law Governing Lawyers and
Criminal Process or Constitutional Criminal Procedure by Dec. 21, 2026? Yes ___ No ___

_____ Public Defender Clinic

Will you have completed Criminal Law and Evidence by

August 14, 2026? Yes ___ No ___ Will you have completed Law Governing Lawyers and
Criminal Process or Constitutional Criminal Procedure by Dec. 21, 2026? Yes ___ No ___

_____ Restorative Justice Clinic

Will you have completed the Restorative Justice class

by August 14, 2026 (preferred but not required)? Yes ___ No ___

JUDICIAL INTERNSHIPS

- ___ Judicial Internship: Appellate Courts: *Wisconsin Supreme Court*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ Judicial Internship: Trial Courts: *United States District Court*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ Judicial Internship: Trial Courts: *United States Magistrate Judge (Judge Joseph)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ Judicial Internship: Trial Courts: Milwaukee County Circuit Court **Felony Division**
(including the Homicide/Sexual Assault Courts).
- ___ Judicial Internship: Trial Courts: Milwaukee County Circuit Court **Civil Division**
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ Judicial Internship: Trial Courts: Waukesha County Circuit Court **Civil Division**
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for this internship.
- ___ **OTHER JUDICIAL INTERNSHIP:** If you wish to apply for academic credit for interning with a judge or court not listed above, please check this option and contact Director Anne Kearney to discuss the proposed internship.

Name of Court/Judge and contact info: _____

SUPERVISED FIELDWORK PROGRAMS

- ___ Catholic Charities Immigration Assistance Project
- ___ Central Wisconsin Community Law
Will you have completed Criminal Law, Evidence, and Criminal Process or Constitutional Criminal Procedure by Aug. 14, 2026 (preferred by not required)?
Yes ___ No ___
- ___ Centro Legal
Will you have completed any Family Law course by August 14, 2026

(preferred but not required) Yes ___ No ___

___ City Attorney's Office, City of Milwaukee

___ City Attorney's Office, City of West Allis

___ Federal Defender Services of Wisconsin

Will you have completed Criminal Law and Evidence by August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___

___ Fond du Lac County District Attorney's Office

Will you have completed Criminal Law, Evidence and Criminal Process or Constitutional Criminal Procedure by August 14, 2026? Yes ___ No ___

___ Internal Revenue Service (U.S. Treasury Office of Chief Counsel)

Will you have completed Fed Income Tax by August 14, 2026 (preferred but not required)? Yes ___ No ___

___ International Institute of Wisconsin

___ Legal Action of Wisconsin, Inc.

Will you have completed Civil Procedure by August 14, 2026? Yes ___ No ___

___ Legal Aid Society of Milwaukee

Will you have completed Civil Procedure by August 14, 2026? Yes ___ No ___

Please express a preference: Downtown Office (General) ___

GAL Office at the Children's Court ___

___ Labor and Industry Review Commission (LIRC)

Have you taken Labor or any Employment law course (preferred but not required)? Yes ___ No ___

___ Marquette University Office of General Counsel

___ Medical College of Wisconsin General Counsel's Office

Will you have taken any Health Law course, Employment Law course, Advanced Legal Writing, Contracting Drafting or Administrative Law course by August 14, 2026 (preferred but not required)? Yes ___ No ___

___ Medical College of Wisconsin *Office of Risk Management*

Have you taken any Health Law course (preferred but not required)? Yes ___ No ___

___ Midwest Environmental Advocates

Will you have completed any Environmental Law course by August 14, 2026? Yes ___ No ___

___ Milwaukee County Corporation Counsel

- _____ Milwaukee County District Attorney CHIPS/TPR Unit
 Will you have completed Evidence by August 14, 2026? Yes ___ No ___
 Will you have completed any juvenile or family law course
 by August 14, 2026 (preferred but not required)? Yes ___ No ___
- _____ Milwaukee County Economic Development and Real Estate Services
 Will you have completed Contracts by August 14, 2026? Yes ___ No ___
 Will you have completed Contract Drafting or the Community
 and Economic Development course by August 14, 2026. (preferred but not
 required)? Yes ___ No ___
- _____ Milwaukee County Parks Department, Office of Contract Manager
 Will you have completed Contracts by August 14, 2026? Yes ___ No ___
 Will you have completed Contract Drafting by August 14, 2026? Yes ___ No ___
- _____ Milwaukee Metropolitan Sewerage District General Counsel
 Will you have completed any Environmental Law course by August 14, 2026?
 Yes ___ No ___
 Will you have completed Business Associations or Contract Drafting
 by August 14, 2026 (preferred but not required)? Yes ___ No ___
- _____ Milwaukee World Festival, Inc. Office of General Counsel
 Will you have completed Contracts by August 14, 2026? Yes ___ No ___
 Will you have completed Contract Drafting by August 14, 2026 (preferred but not
 required)? Yes ___ No ___
- _____ Outagamie County District Attorney's Office
 Will you have completed Criminal Law and Evidence by
 August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
 or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___
- _____ Ozaukee County District Attorney's Office
 Will you have completed Criminal Law and Evidence by
 August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
 or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___
- _____ Racine County District Attorney's Office
 Will you have completed Criminal Law and Evidence by
 August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
 or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___
- _____ Racine County Public Defender's Office
 Will you have completed Criminal Law and Evidence by
 August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
 or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___
- _____ Sheboygan County District Attorney's Office
 Will you have completed Criminal Law and Evidence by
 August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
 or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___

- ___ South Milwaukee School District
Will you have completed any Employment Law course or Education Law by August 14, 2026? Yes ___ No ___
- ___ United States Attorney for the Eastern District of Wisconsin
Will you have completed Criminal Law and Evidence by August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___
- ___ University of Wisconsin System General Counsel
- ___ Versiti Blood Health (formerly Blood Center), Office of Corporate Counsel
Will you have completed Contracts by August 14, 2026? Yes ___ No ___
Will you have completed either Business Associations or Contract Drafting (preferred but not required) by August 14, 2026? Yes ___ No ___
- ___ Vivent Health (formerly, AIDS Resource Center)
- ___ Washington County District Attorney's Office
Will you have completed Criminal Law and Evidence by August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process or Constitutional Criminal Procedure by August December 21, 2026? Yes ___ No ___
- ___ Wisconsin Association of School Boards
Have you taken Education Law (preferred but not required)? Yes ___ No ___
- ___ Wisconsin Department of Justice (Attorney General) *Legal Services Division*
Will you have completed Civil Procedure, LAWR 1 & LAWR 2 by August 14, 2026? Yes ___ No ___
- ___ Wisconsin Dept. of Natural Resources Bureau of Legal Services
Will you have completed any Environmental Law course or Administrative Law by August 14, 2026? Yes ___ No ___
- ___ Wisconsin Department of Public Instruction (Special Education Team)
Have you taken Education Law (preferred but not required)? Yes ___ No ___
- ___ Wisconsin Elections Commission
- ___ Wisconsin Institute for Law and Liberty (WILL)
Will you have completed Civil Procedure, LAWR 1 & LAWR by August 14, 2026? Yes ___ No ___
- ___ Wisconsin Legislative Council
Will you have completed Civil Procedure, LAWR 1 & LAWR 2 by August 14, 2026? Yes ___ No ___
Will you have completed a Legislation course by August 14, 2026 (preferred but not required)? Yes ___ No ___

_____ Wisconsin National Guard Staff Judge Advocate

_____ Wisconsin State Public Defender Juvenile Division (Milwaukee)
Will you have completed Evidence by August 14, 2026? Yes ___ No ___
Will you have completed any Juvenile Law course or Criminal Process or
Constitutional Criminal Procedure (preferred but not required)
by August 14, 2026? Yes ___ No ___

_____ Wisconsin State Public Defender Trial Division – Waukesha Office
Will you have completed Criminal Law and Evidence by
August 14, 2026? Yes ___ No ___ Will you have completed Criminal Process
or Constitutional Criminal Procedure by December 21, 2026? Yes ___ No ___

_____ **OTHER SUPERVISED FIELD PLACEMENT:** If you wish to apply for academic credit for legal work you will be doing on an uncompensated basis with a governmental, or non-profit agency not described in this document, please check this option and contact Director Anne Kearney.

AGENCY NAME: _____

SUPERVISOR AND CONTACT INFORMATION _____

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