



SPRING 2026 CLINICS, JUDICIAL INTERNSHIPS, AND SUPERVISED FIELDWORK “HAMMERSHIP” PLACEMENTS

**APPLICATION DUE TO DIRECTOR ANNE KEARNEY IN OFFICE 202(B)
by 4:00 PM ON MONDAY, NOVEMBER 3, 2025**

Clinics, judicial internships, and supervised fieldwork placements enhance learning for 2L and 3L students with for-credit, hands-on experiences in authentic legal environments. These placements offer opportunities for students to observe and participate in lawyering, to refine legal skills, to develop in their professional identity, to build resumes, and to start professional networks.

General Learning Objectives include:

- Interns will be exposed to new areas of substantive law and reintroduction to familiar areas of substantive law at a more sophisticated level;
- Interns will be exposed to attributes of effective lawyering;
- Interns will effectively communicate with clients, decision-makers, and other stakeholders to solve problems;
- Interns will think critically about and demonstrate professional and ethical responsibilities required as lawyers;
- Interns will acquire time management and planning skills;
- Interns will be introduced to identifying ethical issues and methods for resolving those issues;
- Interns will grow in reflection, self-assessment, and self-improvement;
- Interns will develop their professional identity by intentionally reflecting on the values and principles that are foundational for successful legal practice.

Experiential Learning. Clinics, judicial internships and supervised fieldwork placements offer interns the opportunity to earn some of the six experiential learning credits that are required of all law students, as stated in Marquette University Law School Academic Regulations § 201(7)(c).

Application. This packet provides a summary description of placements (including any prerequisites) as well as sheets to prioritize your interests in placements with *all* for-credit clinics, judicial internships, and

supervised fieldwork placements. Questions? Contact Director Anne Berleman Kearney in Room 202B or anne.kearney@marquette.edu

Submit a completed application, unofficial transcript, and resume to Director Anne Kearney by 4:00 p.m. on Monday, November 3, 2025 in Room 202(B).

INTERNSHIP IDEAS:

Thinking about Business or Transactional Law?

1. Marquette Law and Entrepreneurship Clinic
2. Mediation Clinic
3. Restorative Justice Clinic
4. Supervised Fieldwork: Blood Center of Wisconsin Office of Corporate Counsel
5. Supervised Fieldwork: Marquette University Office of General Counsel
6. Supervised Fieldwork: Medical College of Wisconsin, General Counsel's Office
7. Supervised Fieldwork: Milwaukee County Office of Corporation Counsel
8. Supervised Fieldwork: Milwaukee County Economic Development Division
9. Supervised Fieldwork: Milwaukee County Parks Department Office of Contract Managers
10. Supervised Fieldwork: Milwaukee Metropolitan Sewerage District General Counsel
11. Supervised Fieldwork: University of Wisconsin System Office of the General Counsel

Thinking about Public Interest Law?

1. Marquette Law and Entrepreneurship Clinic
2. Mediation Clinic
3. Restorative Justice Clinic
4. Supervised Fieldwork: AIDS Resource Center (officially known as Vivent Health)
5. Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
6. Supervised Fieldwork: Central Wisconsin Community Law
7. Supervised Fieldwork: Centro Legal
8. Supervised Fieldwork: Federal Defender Services of Wisconsin
9. Supervised Fieldwork: Legal Action of Wisconsin
10. Supervised Fieldwork: Legal Aid Society of Milwaukee
11. Supervised Fieldwork: Midwest Environmental Advocates
12. Supervised Fieldwork: Wisconsin State Public Defender Juvenile Division (Milwaukee)

Want research and writing as part of your internship?

1. Judicial Internship: Milwaukee County Circuit Court Civil Division
2. Judicial Internship: United States courts
3. Judicial Internship: Waukesha County Circuit Court Civil Division
4. Judicial Internship: Wisconsin Court of Appeals, District I and District II
5. Judicial Internship: Wisconsin Supreme Court
6. Supervised Fieldwork: Labor and Industry Review Commission
7. Supervised Fieldwork: Wisconsin Department of Justice (Office of the Attorney General)
8. Supervised Fieldwork: Wisconsin Elections Commission
9. Supervised Fieldwork: Wisconsin Institute for Law & Liberty
10. Supervised Fieldwork: Wisconsin Legislative Council

Interested in Criminal Law?

1. Mediation Clinic
2. Restorative Justice Clinic
3. Judicial Internship: Milwaukee County Circuit Court Felony Division
4. Supervised Fieldwork: Central Wisconsin Community Law
5. Supervised Fieldwork: Federal Defender Services of Wisconsin
6. Supervised Fieldwork: Milwaukee County District Attorney CHIPS/TPR Unit
7. Supervised Fieldwork: Outagamie County District Attorney's Office; Ozaukee County District Attorney's Office; Sheboygan District Attorney's Office, Washington County District Attorney's Office, and other District Attorney's Offices in various other counties
8. Supervised Fieldwork: United States Attorney's Office for the Eastern District of Wisconsin
9. Supervised Fieldwork: Wisconsin State Public Defender Juvenile Division (Milwaukee)

Interested in Environmental Law?

1. Supervised Fieldwork: Midwest Environmental Advocates
2. Supervised Fieldwork: Milwaukee Metropolitan Sewerage District General Counsel
3. Supervised Fieldwork: Wisconsin Department of Natural Resources

Interested in Labor and Employment Law?

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

Interested in Sports Law?

1. Marquette Law and Entrepreneurship Clinic
2. Mediation Clinic
3. Restorative Justice Clinic
4. Judicial internship: United States courts
5. Judicial internship: Milwaukee county circuit courts (criminal and civil)
6. Judicial Internship: Wisconsin Court of Appeals, District I and District II
7. Judicial Internship: Wisconsin Supreme Court
8. Supervised Fieldwork: Marquette University General Counsel's Office
9. Supervised Fieldwork: Medical College of Wisconsin, General Counsel's Office
10. Supervised Fieldwork: United States Attorney's Office for the Eastern District of Wisconsin
11. Supervised Fieldwork: Wisconsin Association of School Boards
12. Supervised Fieldwork: University of Wisconsin System Office of the General Counsel

Interested in Creating your Own Internship?

You may be interested in an internship with a court, governmental agency, or nonprofit organization providing legal services with which the Law School does not have an ongoing clinical arrangement. This opportunity may qualify for academic credit if the organization meets the requirements imposed by the Law School and the American Bar Association. Please contact with Director Anne Kearney to discuss the possibility. You will want to indicate this possibility on the application at the appropriate place along with your proposed supervisor's name and contact information. **Note: Internships for academic credit are not available with for-profit organizations, including private law firms.**

GENERAL CONSIDERATIONS FOR CLINICS, JUDICIAL INTERNSHIPS, SUPERVISED FIELDWORK PLACEMENTS

1. **WORKING AN INTERNSHIP INTO YOUR SCHEDULE.** Consider whether you have time and schedule space for a clinic, internship, or supervised field placement.
 - Clinic, judicial internships, and supervised fieldwork placements at Marquette Law School consist of 60 hours of time for each internship credit earned. Generally, **placements are 2 credits and require 120 hours of internship work in the semester.** Placements for additional credits (and additional hours) are specifically noted in the application.
 - Placements generally offer the best learning opportunities to students who can spend blocks of time (part of a morning or part of an afternoon rather than an hour here and there) at the internship opportunities provided by non-profit organizations, governmental agencies, or the courts.
 - In addition to regular classes, think about other obligations such as extracurricular activities, employment, and family obligations when determining whether a clinic or internship placement will work.
 - Please carefully note any scheduling advice for particular internships provided in these application materials and avoid conflicts with other classes and obligations.
 - Participating interns should allocate **8-10 hours each week** over the course of at least 12 weeks in residence at their internship for a 120-hour internship. Try to evenly distribute time to the internship across the weeks. **No student may participate in more than one experience in the clinics, judicial internship, or supervised fieldwork program in any given semester.**
2. **PROGRAM PREREQUISITES.** Consider whether you meet the clinic or internship placement requirements. To participate in a Clinic, Judicial Internship or Supervised Fieldwork placement, you must be in good academic standing (not on academic probation) and must have completed at least 28 credits.

Some programs have prerequisites or co-requisites to ensure that students have the background necessary for meaningful participation and success in the internship. Consult the descriptions of placements in this application packet and on the selection sheets for any prerequisites and co-requisites.

3. **SELECTION CRITERIA.** The law school's placement process seeks to match students with internships in which they have expressed a high priority interest and in which they have the best opportunity for a successful internship experience.

Selection factors to be considered include: priorities identified by the student on the application, the student's preparedness for internship for which they have applied (including completion of minimum credits, satisfaction of any prerequisites or co-requisites, and overall academic performance to date), the student's proximity to graduation, the student's opportunity for past participation in an internship and the quality of their performance in that internship, any relevant experiences as seen in the student's resume, and information provided by the student in the optional interest statement with their resume.

- 4. 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, such as 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 if they are in good standing after completing the first-year curriculum for a full-time student. This certification is available for use in certain clinic and supervised fieldwork placements.
- 5. INTERNSHIP OPPORTUNITIES FOR PART-TIME STUDENTS.** The Law School is committed to making its Clinics, Judicial Internships and Supervised Fieldwork placements broadly available to qualified students, including part-time students. While an internship may be challenging for part-time students who have substantial commitments outside the Law School during normal daytime business hours, there are placements within the program that can accommodate part-time students who have some flexibility in their daytime work schedules. Recommendations for part-time students with some flexibility include:
1. Mediation Clinic
 2. Judicial Internship: Wisconsin Court of Appeals District I and District II
 3. Judicial Internships: United States courts
 4. Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
 5. Supervised Fieldwork: Legal Action of Wisconsin
 6. Supervised Fieldwork: Legal Aid Society
 7. Supervised Fieldwork: Medical College of Wisconsin Office of Risk Management
 8. Supervised Fieldwork: Milwaukee County Office of Corporation Counsel
 9. Supervised Fieldwork: Wisconsin National Guard Staff Judge Advocate
- 6. PARTIAL REIMBURSEMENT OF TRAVEL EXPENSES.** To somewhat assist students in financing the cost of their travel, Dean Kearney has approved a partial mileage reimbursement plan for internship placements that require travel to locations outside of Milwaukee County such as to Appleton, Chicago, Madison, Racine, Waukesha. Details will be given to interns in those placements.
- 7. NO COMPENSATION.** The Clinics, Judicial Internship, and Supervised Fieldwork placements at Marquette Law School are part of a for-credit program. There is **no** monetary compensation for these placements.
- 8. LIABILITY RELEASE AND WAIVER.** The Law School does not require participation in a clinic or internship as a requirement for the award of the Juris Doctor degree. Students participate in a clinic or internship as a voluntary curricular choice. To be placed into a clinic or internship, an applicant must execute a standard “Liability Release and Waiver” form developed by the Office of General Counsel of Marquette University. That form is attached to the internship packet (**page 30**) and must be executed and filed with the application in order for a student to be considered for an internship.
- 9. QUESTIONS?** If you have any questions about Clinics, Judicial Internships or Supervised Fieldwork placements, please contact Director Anne Berleman Kearney at anne.kearney@marquette.edu or at her office in Room 202B.

CLINICS

MARQUETTE LAW AND ENTREPRENEURSHIP CLINIC

The Law and Entrepreneurship Clinic: The Law and Entrepreneurship Clinic is a **one-semester experience** with new cohorts of students each semester.

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 Wednesdays from 12:15 to 1:50 p.m. 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).

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)

Note: Strong preference for the clinic will be given to students who have completed at least one course in addition to Business Associations for a relevant substantive area (e.g., business planning, commercial law, contract drafting, corporate finance, employment law, federal taxation, intellectual property, real estate law, securities regulation, or secured transactions).

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 Marquette Law and Entrepreneurship Clinic

Each student will be expected to demonstrate competence in the following areas at the conclusion of the clinical experience:

- **Professionalism.** Each student will think critically about and demonstrate professional and ethical responsibilities required as lawyers.

- **Communication.** Each student will effectively communicate with clients, decision-makers, and other stakeholders to solve problems.
- **Interviewing and Counseling.** Each student will effectively interview and counsel clients by identifying client concerns and needs, analyzing legal and practical issues, and providing clear, actionable advice.
- **Drafting.** Each student will draft clear, accurate, and effective transactional legal documents that reflect professional standards of practice.
- **Management.** Each student will manage their clinic responsibilities efficiently and proactively, demonstrating organization, accountability, and attention to detail.
- **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 Divisions. Each student mediates about 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 when mediating on Zoom most Mondays. They also may go to the Milwaukee County Courthouse at times to observe Small Claims Commissioners and, at times, to mediate cases in person. The Mediation Clinic gives students the opportunity to develop critical listening and problem-solving skills that provide alternative pathways to resolving legal disputes. Students work directly with a diverse population facing a variety of legal, social, and economic problems with the intent of advancing 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:

- Be able to mediate a relatively simple legal dispute;
- Understand alternative dispute resolution (ADR) processes;
- Analyze conflict and listening styles;
- Develop enhanced communication and active listening skills;

- Effectively communicate with clients, decision-makers, and other stakeholders to solve problems.
- Think critically about and demonstrate professional and ethical responsibilities required as lawyers.
- Explore and experience how mediation works in the court system;
- Develop and apply problem-solving strategies;
- Enable parties to reach a mutually satisfactory agreement.
- Develop professional identity by intentionally reflecting on the values and principles that are foundational for successful legal practice.

PROSECUTOR CLINIC

The Prosecutor Clinic will be offered again *in Fall 2026*. This clinic offers students a two-semester opportunity to intern with the Milwaukee County District Attorney's Office and to participate under the Wisconsin Student Practice Rule in the prosecution of criminal cases. Interns assist state prosecutors with both felony and misdemeanor cases and they spend much of their time in the criminal courts, observing and handling such matters as initial appearances, bail hearings, motion hearings, plea negotiations and sentencings. Before concluding this clinical experience, many students even participate in jury trials under the guidance 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 and Law Governing Lawyers. Limited to students who have completed 45 credits. Note: This is a 2-semester course.*

PUBLIC DEFENDER CLINIC

The Public Defender Clinic will be offered again *in Fall 2026*. In this two-semester clinic, students intern with the Milwaukee Office of the Wisconsin State Public Defender Trial Division and participate under the Wisconsin Student Practice Rule in the preparation and defense of criminal cases. Working under the supervision of Assistant State Public Defenders, students observe and assist in all phases of representing individuals 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 components. *Prerequisites: Criminal Law and Evidence. Prerequisites or Co-requisites*

Criminal Process and Law Governing Lawyers. Limited to students who have completed 45 credits.
Note: This is a 2-semester course.

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
- 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 5:30pm to 7:40pm and in community settings during the week as schedules permit.

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

JUDICIAL INTERNSHIP PROGRAM **(2 credits; in-person unless otherwise noted)**

Judicial Internships 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 first-hand the business of judging can be an invaluable educational experience that helps prepare students to function effectively as practicing lawyers.

Note: There is a mandatory classroom component to the Judicial Internship programs. The class meets on Wednesdays from 12:15 to 1:15 p.m. throughout the semester.

JUDICIAL INTERNSHIP: APPELLATE COURTS

In the internship-Appellate Courts, students intern with justices of the Wisconsin Supreme Court, or with judges of District I (Milwaukee) and District II (Waukesha) of the Wisconsin Court of Appeals or in Chicago with a Judge of the United States Court of Appeals for the Seventh Circuit.

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 I & 2

Limited to students who have completed 28 credits.

Special Notes on Appellate Court Placements:

(a) **Wisconsin Supreme Court.** This internship is a research, analysis, and writing experience where a student is assigned to a Justice's chambers and prepares bench memos for the Justice for upcoming oral arguments. A student intern also performs other research and drafting as assigned. Supervisory feedback is received primarily from the Justice's law clerks. **Notes: (1) A student participating in the Wisconsin Supreme Court judicial internship may not simultaneously be employed in a law-related position. (2) This internship is primarily in a remote mode with travel to Madison once or twice during the semester for oral arguments. (3) This position may involve hours in excess of 120 hours depending on the justice's chambers. Please consider whether this is a good match for you if you have AWA coursework. (4) This may be a part-time student option.**

(b) **Wisconsin Court of Appeals.** This internship is a research, 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 given. Interns have law clerks as their supervisors. The District I Court of Appeals is located in downtown Milwaukee. The District II Court of Appeals is located just off interstate highway I-94 in Waukesha County. **Note: If possible, you will want to come into chambers for the Court of Appeals District II on Thursdays.**

(c) **U.S. Court of Appeals for the Seventh Circuit. (Chicago only)** This internship will be with Judge Scudder. You will work with his chambers team on-site in Chicago. The internship is primarily a research, analysis and writing experience. Students generally work on bench memos for the judge; however, other research assignments and technical work may be given. You may have the opportunity to see oral arguments. Interns have law clerks as their supervisors. The Seventh Circuit Court of Appeals is located in the Dirksen Building in downtown Chicago. **Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.**

JUDICIAL INTERNSHIP: TRIAL COURTS

In Judicial Internship-Trial Courts, students may intern with a United States District Judge in Green Bay (Judge Griesbach) or in Milwaukee, a United States Magistrate Judge, a United States Bankruptcy Judge, a Milwaukee County Circuit Court Judge (civil or criminal), or a Waukesha County Circuit Court Judge (civil).

Credits: 2

Duration of Internship: One Semester

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

Grade: Satisfactory/Unsatisfactory

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

Limited to students who have completed 28 credits

FEDERAL TRIAL COURTS

United States District Court. This 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. These judges' calendars involve civil, criminal, and administrative law cases.

Internships with federal trial courts are principally research, analysis, 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 courts. *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.**

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). Interns typically work with both the judge and the judge's law clerks. The intern's work includes legal analysis, legal writing as well as courtroom and chambers observations. *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.**

United States Bankruptcy Court. Placement is with United States Bankruptcy Judge Beth Hanan. The student intern attends courtroom hearings, chambers proceedings, and Section 341 hearings before the U.S. Trustee. The intern performs research and writing on issues in bankruptcy law, as assigned by the court. This internship is particularly useful for those with an interest in creditor-debtor law. *Prerequisites: Civil Procedure, LAWR 1 & LAWR 2, Creditor-Debtor Law.* **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. A Felony Division internship is not generally one with legal writing experiences, but rather is an opportunity to develop litigation skills by active observation of proceedings in the courtroom and in chambers. The judges who participate in this program are generous in spending time with interns to discuss matters on the court's docket and the proceedings observed by interns, such as voir dire, motion hearings, pretrial conferences, and trials. Some research and writing may be involved depending on the judge. **Scheduling note: if possible, avoid Mondays in court; court proceedings more frequently occur Tues.-Friday.** *Prerequisites: None.*

Milwaukee County Circuit Court: Civil Division. A Civil Division internship consists of two components: an in-court observation experience in civil court and a research/writing experience in which interns work with the Milwaukee County circuit court research coordinator preparing draft written decisions for the civil judges on pretrial motions. *Prerequisites: Civil Procedure, LAWR 1 & LAWR 2.*

Scheduling Note for Milwaukee Circuit Court Internships: Circuit Court internships are most valuable if a student is available to be at the court for blocks of time. This allows for meaningful

opportunities to observe court proceedings and to have discussions in chambers. 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 on 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 PROGRAMS

(2 credits unless otherwise noted; in-person unless otherwise noted)

Supervised Fieldwork placements are designed for student experiential learning in a wide variety of governmental agencies and non-profit organizations. An intern will work under the guidance of an experienced lawyer in the field and under the general supervision of a faculty member.

Depending on particular placements, students may develop practical lawyering skills that include interviewing and counseling, factual investigation and analysis, legal research, problem-solving, written and oral communication, dispute resolution, courtroom advocacy, as well as time and project 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; 180 hours for 3-credit internships

Grade: Satisfactory/Unsatisfactory

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

Limited to students who have completed 28 credits. Student practice rule internships (which are noted in the materials that follow) require satisfactory completion of the 1L curriculum for full-time students.

Note: An in-person orientation session is required at the start of the semester and an in-person session is required at the end of the semester. Periodic in-person learning sessions will be offered; however, there is no weekly classroom component in the Supervised Fieldwork Program. Students also must be available either for prescheduled TEAMS group check-in meetings, which typically occur during the noon hour on a monthly basis or individually scheduled meetings with a faculty supervisor who may be assigned to the placement.

Descriptions of Supervised Fieldwork Placements

AIDS Resource Center. The AIDS Resource Center, officially known as Vivent Health, has its largest office in downtown Milwaukee. The student intern will be part of the legal services team providing problem-solving on issues that include medical care, housing services, and trust & estates.

<https://viventhealth.org>. A student intern will work with staff lawyers to address client legal matters, including advance directives, discrimination in employment, housing/public accommodations, social security disability, insurance, guardianships, evictions and bankruptcies. Principal activities include interviewing clients, conducting legal research, document drafting.

Prerequisite: None.

Blood Center of Wisconsin Office of Corporate Counsel. The Blood Center of Wisconsin (now Versiti Blood Center of Wisconsin) advances patient care and scientific understanding. It helps provide a safe supply of blood to hospitals as well as enhances lives through blood drives, the Wisconsin Donor Network, and the Wisconsin Tissue Bank. 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 (including review, negotiation, execution and implementation of contracts), corporate governance, regulatory compliance, and employment issues. *Prerequisite: Contracts. Business Associations or Contract Drafting preferred but not required.*

Catholic Charities Legal Services for Immigrants. Catholic Charities provides family-based immigration services, assists clients in applying 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 experienced lawyers, interns may interview clients, assist in the preparation of relevant documents, and research legal issues pertinent to immigration law. Some may attend or assist with immigration hearings. Although not required, knowledge of Spanish may be useful in this internship. *Prerequisite: None. Immigration Law preferred but not required.*

Scheduling Note for Catholic Charities: The agency provides free consults throughout the day on Wednesday; many of these consults lead to intakes of new cases for the organization.

Central Wisconsin Community Law. Central Wisconsin Community Law is a non-profit law firm that provides adult criminal defense and juvenile delinquency defense to low-income clients. Although the firm is headquartered in central Wisconsin, this internship occurs in the firm’s Milwaukee office. In this internship, a student intern can expect to assist counsel in the full range of activities associated with the defense of adult criminal cases and juvenile delinquency cases. Student intern experiences may include client intake and meetings, preparing motions and other court documents, discovery review, supervised court appearances under the Wisconsin Student Practice Rule, and assisting supervising counsel in trial preparation and at trials. *Prerequisites: Criminal Law. Evidence and Criminal Process preferred but not required.*

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 that include all aspects of municipal law litigation involving the City, including strategy and policymaking. Student interns may be working on research and writing projects and participate in strategic decision-making sessions as well as observe pretrial proceedings. An additional placement is available in the ordinance enforcement division in which the student intern will observe and likely appear in court to enforce ordinances. *Prerequisites: None.*

City Attorney's Office, City of West Allis. Attorneys in this local 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. Student intern work may include research and writing as well as participation in meetings, court proceedings, and negotiations involving municipal law issues. *Prerequisite: None.*

Federal Defender Services of Wisconsin. Federal Defender Services of Wisconsin is located in downtown Milwaukee. This organization provides defense services for low income individuals accused of committing federal crimes in Wisconsin. The student intern works 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. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process.* **Note: A student participating in this federal agency internship may not simultaneously be employed in a related law position.**

Fond du Lac County District Attorney's Office. Students will assist Assistant District Attorneys in advocating during the phases of a criminal case from charging to sentencing. The office is located in Fond du Lac, Wisconsin (about 60 miles north of Milwaukee). Interns are likely to have the opportunity to develop courtroom advocacy skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process.*

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. <https://lirc.wisconsin.gov/>. This is an 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 applying to the Commission with 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, provides legal representation in certain practice areas for low-income individuals and others to whom access to the justice system might otherwise be denied. www.legalaction.org. Student interns may do work in practice areas at Legal Action that include consumer debt, eviction defense, elder law, or employment 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 for the courts. *Prerequisite for all Legal Action internships: Civil Procedure.*

Scheduling Note: Clinics for Legal Action occur on Mondays, Wednesdays and Fridays.

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.

<https://lasmilwaukee.com> 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, estate planning, immigration, and certain civil rights actions.

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.

Interns may engage in the full range of lawyering activities, including client counseling, case investigation, legal research, witness preparation, assistance with litigation, observation of court proceedings, and drafting motions and briefs for both trial and appellate courts. *Prerequisite for all Legal Aid Society internships: Civil Procedure.*

Special note about Legal Aid Society GAL 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. **Scheduling Note:** Fridays should be avoided in the GAL 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 primarily a **transactional** internship. Attorneys in this in-house counsel office may handle matters that include regulatory compliance, commercial contracts, employment and labor law, athletics, policymaking, governance matters, and real estate. The intern will have a range of experiences involving corporate and higher education legal issues. The office is located in Zilber Hall on Marquette’s campus. *Preferred: Business Associations or Contract drafting.*

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 **in-house counsel** environment. Student interns will be involved in a large research project and in smaller research projects 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. *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. 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 Office of Risk Management, which is located in

Wauwatosa, provide legal advice to physicians and to the College 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.* **Note: Part of this internship may occur in a remote mode.**

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. MEA regularly works with and represents individuals and communities disproportionately impacted by pollution because of where they live. Its portfolio of work includes advocating for the use of sound, fact-based, expert-backed science in political decision-making. <http://midwestadvocates.org>. In this internship, a student may work with MEA lawyers on case development, research, and writing for litigation. 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 or Administrative law course.* **Notes: This placement occurs primarily in a remote mode.**

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. The MEA looks for a student committed to protecting the environment and one with an ability to communicate clearly.

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, processes commitments of mentally ill persons, and handles protective placements or guardianships for individuals where 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 commitment 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, Milwaukee County Assistant District Attorneys 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 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. 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 Division. The Milwaukee County Economic Development 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 thus focused on **transactional** lawyering, particularly contract drafting and the preparation of planning legal documentation. It also may include

opportunities for researching public policy issues associated with economic development. *Prerequisite: Contracts. Contract Drafting or Economic Development course preferred but not required. Note: This internship occurs primarily in a remote mode.*

Scheduling Note and Location Note: The Economic Development staff meeting is held in-person on Tuesday mornings at 9 a.m. This Division has moved to Wisconsin and Plankinton (no free parking)).

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

In this **transactional** internship, the student intern will work on contract review, drafting, negotiation, and enforcement. Other intern duties may include research into encroachments on County Parks property, researching best practices as they relate to 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.

Outagamie County District Attorney's Office. Students will observe and assist the Assistant District Attorneys in advocacy during the phases of a criminal case from charging through sentencing. The office is located in Appleton, Wisconsin. Students likely will have the opportunity to develop courtroom skills by appearing on the record in court proceedings. *Prerequisites: Criminal Law, Evidence. Prerequisite or Co-requisite: Criminal Process.*

Ozaukee County District Attorney's Office. Students will observe and assist the 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.*

Racine County District Attorney's Office. This is a clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor's office. The office is located in nearby Racine, Wisconsin (about 30 minutes south of Milwaukee). Students will observe and assist Assistant District Attorneys in the phases of a criminal case from charging to sentencing. Students may have the opportunity to develop courtroom advocacy skills by appearing on the record in a variety of court proceedings. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process.*

Racine County Public Defender's Office. Student interns 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 reviewing discovery, research, writing motions and briefs, assisting with trial preparations, and appearing in court proceedings under the Student Practice Rule. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process.*

Sheboygan County District Attorney's Office. Students will assist Assistant District Attorneys in advocacy during the phases of a criminal case from charging to sentencing. The office is located in Sheboygan, Wisconsin (about one hour north of Milwaukee). 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*

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 or Education law course 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 affords a research and writing experience complemented by the opportunity to observe prosecutors in federal trial court. *Prerequisites: Criminal Law and Evidence. Prerequisite or Co-requisite: Criminal Process.* **Note: At this time, the internship appears possible, but circumstances may change to make the opportunity unavailable. Further note: A student participating in this federal agency internship may not simultaneously be employed in a related law position.**

University of Wisconsin System Office of the General Counsel (Madison). The General Counsel for the University of Wisconsin provides in-house counsel legal services to the UW System Administration, the UW Board of Regents, and to 11 of UW's 13 campuses throughout the State. Attorneys in this office deal with matters involving real estate, employment law, athletics, federal regulatory compliance, state law rule making, and many others. This is a **transactional** placement. 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.**

Scheduling Note: The General Counsel's office has its weekly meeting on Thursdays.

Washington County District Attorney's Office. The student intern will assist Assistant District Attorneys in advocacy during the phases of a criminal case from charging to sentencing. The office is located in nearby West Bend, Wisconsin. The student intern 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.*

Wisconsin Association of School Boards. The Wisconsin Association of School Boards (WASB) is a non-profit organization in Madison that supports local Wisconsin public school boards. An intern will work with the legal staff of WASB who respond to legal issue inquiries received from school boards

across the State of Wisconsin. 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 occurs in a remote mode.*

Scheduling Note: The WASB staff holds TEAMS meetings Monday-Friday at 11 a.m. Try for attendance during that time.

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, as well as research memoranda on case-related issues, analysis of legislative proposals, and observing court hearings and, possibly, a trial. *Prerequisites: Civil Procedure; LAWR 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 occurs partially in a remote mode and partially in-person at the Milwaukee office.

Wisconsin Department of Public Instruction (Special Education Team) (Madison). This internship is for students with an interest in **education law** and, particularly, in the law that governs special education. 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 Education 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: The work in this internship occurs in a remote mode.*

Wisconsin Department of Safety and Professional Services (Madison). The Department of Safety and Professional Services ensures the safe and competent practice of credentialed professionals in Wisconsin, including health professionals (medical doctors, nurses, social workers, pharmacists, professional counselors, chiropractors); business professionals (real estate appraisers/brokers, engineers, architects, accountants, funeral directors); and trade professionals (electricians, plumbers, dwelling contractors, etc.). <http://dsps.wi.gov>. The General Counsel gives legal advice to Department leadership, serves as the credentialing and disciplinary authority for entities regulated by the Department, and represents the Department in lawsuits. A student intern can expect to be assigned projects that will involve research and writing as well as interpreting statutes and codes related to the enforcement of discipline imposed on licensed individuals. The issues may arise in policy work, investigations, hearings, or proposed legislation. *Prerequisites: None.*

Wisconsin Elections Commission. The Wisconsin Elections Commission (WEC) was created by 2015 Wisconsin Act 118 and 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. <http://elections.wi.gov>. A student intern will work with and under the direct supervision of WEC Commissioner Mark Thomsen and WEC staff members on issues related to election law, voting rights, and election complaints. Intern-led interests determine the areas of work. 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: LAWR 1 & LAWR 2. Note: This internship occurs primarily in a remote mode.*

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. An intern likely will attend at least one WEC meeting in Madison.

There also may be a separate internship opportunity with the Chief Legal Counsel of the Wisconsin Elections Commission in Madison (with some of the internship work done remotely). Intern activities include research, writing, and problem-solving related to voter complaints received by the Wisconsin Elections Commission.

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. A description of the types of litigation in which WILL is involved can be viewed at the website: www.will-law.org. The organization's work addresses legal challenges associated with law reform and public policy litigation. A student 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 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. A student intern works on matters such 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. There may also be the opportunity to work on 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. **Scheduling note: If possible avoid Mondays in determining scheduling as there are many Monday holidays.** *Prerequisites: None.*

Wisconsin State Public Defender Juvenile Division (Milwaukee). 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. The student intern may assist 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 the full course of a delinquency or child welfare case. A 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.*

**Questions? Make an appointment with Director Anne Kearney
(anne.kearney@marquette.edu) or visit in Room 202B.**

Please submit this application, an unofficial transcript, and resumes to Director Anne Kearney in Office 202B by 4:00 p.m. on Monday, November 3, 2025.

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

Name: _____

Your marquette.edu address: _____

Tele: _____

Credit hours completed as of December 31, 2025: _____

Anticipated month and year of graduation: _____

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

Certain placements (federal court judicial internships, federal agencies, 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 2026 spring semester:

INSTRUCTIONS FOR SUBMITTING YOUR APPLICATION

PLEASE ATTACH ONE COPY OF YOUR RESUME. On the back of the resume, you may write but are not required to write a personal statement indicating why the program interests you. Your comments are useful in making placements.

PLEASE ATTACH ONE COPY OF YOUR *CURRENT* UNOFFICIAL TRANSCRIPT TO THIS APPLICATION. The transcript should include the list of courses in which you are currently enrolled. The unofficial 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.

PLEASE SIGN THE “LIABILITY RELEASE AND WAIVER” FORM THAT IS ATTACHED TO THIS APPLICATION. An application is not complete without the “liability release and waiver” form. This form is on **page 30**. It should be submitted along with your application materials.

Instructions for Selection of Placement

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.

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 December 31, 2025 ? Yes ___ No ___

Will you have completed Law Governing Lawyers by December 31, 2025? Yes ___ No ___

Which of the following courses will you have completed by
December 31, 2025 (preferred but not required)?

Business Planning	Yes ___	No ___
Any UCC course	Yes ___	No ___
Contract Drafting	Yes ___	No ___
Corporate Finance	Yes ___	No ___
Any Employment Law course	Yes ___	No ___
Any Federal Tax course	Yes ___	No ___
Any Intellectual Property course	Yes ___	No ___
Any Real Estate law course	Yes ___	No ___
Securities Regulation	Yes ___	No ___
Secured Transactions	Yes ___	No ___

_____ Mediation Clinic

_____ Restorative Justice Clinic

Will you have completed the Restorative Justice class
by December 31, 2025 (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 District I (Milwaukee)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites
for this internship.
- _____ Judicial Internship: Appellate Courts: *Wisconsin Court of Appeals District II (Waukesha)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites
for this internship.
- _____ Judicial Internship: Appellate Courts: *United States Court of Appeals (Chicago) (Judge Scudder)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for
this internship.
- _____ Judicial Internship: Trial Courts: *United States District Court (Green Bay) (Judge Griesbach)*
Civil Procedure and Legal Analysis, Writing and Research 1 & 2 are prerequisites for
this internship.
- _____ Judicial Internship: Trial Courts: *United States District Court (Milwaukee)*
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: *United States Bankruptcy Court (Judge Hanan)*
Civil Procedure, Legal Analysis, Writing and Research 1 & 2, and Creditor-Debtor Law are
prerequisites for this internship.
- _____ Judicial Internship: Trial Courts: Milwaukee County Circuit Court **Felony Division** (including
homicide and 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 clerking with a judge or court not listed above, please check this option and
you will be contacted by Director Anne Kearney to discuss whether your placement will qualify
for Judicial Internship credit.

Name of Court/Judge and contact information: _____

SUPERVISED FIELDWORK PROGRAMS

_____ AIDS Resource Center of Wisconsin (Vivent Health)

_____ Blood Center of Wisconsin Office of Corporate Counsel

Will you have completed Contracts by December 31, 2025 Yes ___ No ___

Will you have completed Business Associations or Contract Drafting
(preferred but not required) by December 31, 2025? Yes ___ No ___

_____ Catholic Charities Immigration Assistance Project

_____ Central Wisconsin Community Law (Milwaukee Office)

Will you have completed Criminal Law
by December 31, 2025? Yes ___ No ___

Will you have completed Evidence or Criminal Process
by April 30, 2026 (preferred but not required)? Yes ___ No ___

_____ Centro Legal

Will you have completed any Family Law course by December 31, 2025
(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
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___

_____ Fond du Lac County District Attorney's Office

Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___

_____ Legal Action of Wisconsin, Inc.

Will you have completed Civil Procedure by December 31, 2025? Yes ___ No ___

_____ Legal Aid Society of Milwaukee

Will you have completed Civil Procedure by December 31, 2025? Yes ___ No ___

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

Guardian ad Litem Office at the
Children's Court _____

- ____ Labor and Industrial Review Commission (LIRC)
Have you taken Labor or any Employment law course
(preferred but not required)? Yes ____ No ____
- ____ Marquette University Office of General Counsel
Will you have completed Business Associations or Contract Drafting
by December 31, 2025 (preferred but not required)? Yes ____ No ____
- ____ 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 December 31, 2025
(preferred but not required)? Yes ____ No ____
- ____ Medical College of Wisconsin Office of Risk Management
Will you have taken any Health Law course by December 31, 2025
(preferred but not required)? Yes ____ No ____
- ____ Midwest Environmental Advocates
Will you have completed any Environmental Law or Administrative Law course
by December 31, 2025? Yes ____ No ____
- ____ Milwaukee County Office of Corporation Counsel
- ____ Milwaukee County District Attorney CHIPS/TPR Unit
Will you have completed Evidence by December 31, 2025? Yes ____ No ____
Will you have completed any Juvenile Law or Family Law course
by December 31, 2025 (preferred but not required)? Yes ____ No ____
- ____ Milwaukee County Economic Development Division
Will you have completed Contracts by December 31, 2025? Yes ____ No ____
Will you have completed Contract Drafting or Community
and Economic Development by December 31, 2025 (preferred but not
required)? Yes ____ No ____
- ____ Milwaukee County Parks Department Office of the Contracts Managers
Will you have completed Contracts by December 31, 2025? Yes ____ No ____
Will you have completed Contract Drafting
by December 31, 2025? Yes ____ No ____
- ____ Milwaukee Metropolitan Sewerage District General Counsel
Will you have completed any Environmental Law course by December 31, 2025?
Yes ____ No ____
Will you have completed Business Associations or Contract Drafting
by December 31, 2025 (preferred but not required)? Yes ____ No ____
- ____ Outagamie County District Attorney's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ____ No ____ Will you have completed Criminal Process by April
30, 2026? Yes ____ No ____

- ____ Ozaukee County District Attorney's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___
- ____ Racine County District Attorney's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___
- ____ Racine County Public Defender's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___
- ____ Sheboygan County District Attorney's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Law Governing Lawyers
and Criminal Process by April 30, 2026? Yes ___ No ___
- ____ South Milwaukee School District
Will you have completed any Employment Law course or Education Law
by December 31, 2025 (preferred but not required)? Yes ___ No ___
- ____ United States Attorney for the Eastern District of Wisconsin
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___
- ____ University of Wisconsin System General Counsel
- ____ Washington County District Attorney's Office
Will you have completed Criminal Law and Evidence by
December 31, 2025? Yes ___ No ___ Will you have completed Criminal Process by April
30, 2026? Yes ___ No ___
- ____ Wisconsin Association of School Boards
Will you have completed Education Law (preferred but not required)
by December 31, 2025? Yes ___ No ___
- ____ Wisconsin Department of Justice (Attorney General) *Legal Services Division*
Will you have completed Civil Procedure, LAWR 1 & LAWR 2
by December 31, 2025? Yes ___ No ___
- ____ Wisconsin Dept. of Natural Resources Bureau of Legal Services
Will you have completed any Environmental Law course or Administrative Law
by December 31, 2025? Yes ___ No ___
- ____ Wisconsin Department of Public Instruction (Special Education Team)

Will you have completed Education Law (preferred but not required)
by December 31, 2025? Yes ___ No ___

_____ Wisconsin Department of Safety and Professional Services

_____ Wisconsin Elections Commission
Will you have completed Civil Procedure, LAWR 1 & LAWR 2
by December 31, 2025? Yes ___ No ___

_____ Wisconsin Institute for Law and Liberty (WILL)
Will you have completed Civil Procedure, LAWR 1 & LAWR 2
by December 31, 2025? Yes ___ No ___

_____ Wisconsin Legislative Council
Will you have completed Civil Procedure, LAWR 1 & LAWR 2
by December 31, 2025? Yes ___ No ___
Will you have completed a Legislation course by December 31, 2025
(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 December 31, 2025? Yes ___ No ___
Will you have completed any Juvenile Law course or Criminal Process
(preferred but not required) by April 30, 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, charitable, or public interest law organization not described in this document, please check this option and you will be contacted by Director Anne Kearney to discuss whether your placement would qualify for Supervised Fieldwork credit.

ORGANIZATION, PROPOSED 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