Responding to a substantial expression of interest by students and the successes enjoyed during the last twelve summer sessions, the Law School will again offer a variety of clinical, judicial internship and supervised fieldwork placements during the 2014 summer session. These are accredited programs and are offered in addition to the array of regular Law School courses scheduled for the summer. The goal is to make these programs as accessible as possible to students who would like to do an internship in addition to any other activities they have planned for the summer. During the 2013 summer session approximately 95 students participated in an accredited internship.

Programs that we expect to be available are described in the pages which follow. Once student interest is determined, I will confirm placements and arrangements with each student on an individual basis. The regular summer session tuition ($1,350 per credit) is applicable to these placements.

EARLY PLACEMENT PROCESS

Placements can be arranged at any time between now and the beginning of the summer session. However, I will begin making early placements during the week of March 17, 2014. If you wish to take advantage of early placement, please file the attached application with Faculty Assistant Debbie Moore in Eckstein Hall Suite 453 by 5:00 p.m. on Wednesday, March 5, 2014. Early placement is recommended because most internships fill quickly. For several of our programs we must contend with competition from students attending other law schools who are also seeking summer internship opportunities in the Milwaukee area. Marquette wants to secure as many of these internship placements as possible for MULS students and early placement can accomplish that.

The summer session offers some flexibility for participating students. Placements need not be compartmentalized into one of the two summer sessions that are used for other courses. This means that time at the field site can be spread over a longer period of time (May 19 to August 1). This may be particularly helpful for part-time students. In most instances scheduling is flexible to accommodate both the agency and the student. Students are expected to be in residence at their internship site for a minimum of eight weeks over the course of the summer. It is anticipated that most interns will start their summer internships during the week of May 19, 2014.
New in 2014

The Law School is pleased to announce that the following new internships will be offered the 2014 summer semester. They are listed here with the full details about each new program provided elsewhere in this application packet.

NEW SUPERVISED FIELDWORK PROGRAMS

BloodCenter of Wisconsin Office of Corporate Counsel ... an internship for students seeking corporate law experience as in-house counsel.

Columbia St. Mary’s Office of General Counsel ... an in-house counsel internship with a major health care provider for students seeking first-hand experience in the corporate context. This includes contract formation, contract administration, corporate policy development, and some health care regulatory compliance.

Federal Defender Services of Wisconsin ... an internship for students interested in the defense of criminal cases in the federal court system.

Legal Action of Wisconsin Support Services for Veterans Families ... an internship devoted to the provision of free civil legal services to low-income veterans and their families.

Legal Aid Society Taxpayer Advocacy & Counseling Service ... an internship for students with an interest in personal income taxation looking for experience representing clients in tax controversies, e.g., non-filer problems, IRS collections and installment arrangements, audits and appeals, cases before the U.S. Tax Court, etc.

Milwaukee County Economic Development Division ... an internship for students seeking experience in transactional lawyering. The Economic Development Division is responsible for disposition of surplus lands owned by Milwaukee County (through development agreements, restrictive deeds, options to purchase, etc.), 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.

South Milwaukee School District ... an internship that combines experience in the practice of public sector labor/employment law, education law, and the management of the legal affairs of a school district.
CREATING YOUR OWN INTERNSHIP

Sometimes a student will arrange to do his/her own summer internship with a court, governmental agency, or nonprofit providing legal services with which the Law School does not have an ongoing clinical arrangement. Some of these may qualify for academic credit if they meet the requirements imposed upon the Law School by its accrediting agencies. You should confer with Prof. Hammer to discuss the availability of credit for such special placements. During the typical summer several MULS students do these special internships for credit (many of which are with courts or governmental agencies in other parts of the country or in Wisconsin locations that are remote from Milwaukee). There is a place on the application form to indicate these special Judicial Internship and Supervised Fieldwork Program placements. Internships for academic credit are not available with for-profit institutions, including private law firms.

CRIMINAL PROCESS PREREQUISITE FOR CERTAIN PLACEMENTS

Summer placements in the criminal courts (part of the Judicial Internship program) require completion of the Criminal Process course as a prerequisite for enrollment. Students will be admitted to these placements if they enroll in the Criminal Process course during the first summer session because the course will be concluded in the very early part of any internship for which it is a prerequisite. Prof. Hammer will also work with the Criminal Process students on an individual basis during the summer to assure their preparedness for their criminal court internships.

CAN YOU PARTICIPATE IN A SUMMER INTERNSHIP AND ALSO PARTICIPATE IN THE SUMMER STUDY PROGRAM IN GIESSEN, GERMANY?

The answer is “yes.” Summer internships require a student to be in residence at his/her internship site for a minimum of 8 weeks. Summer session internships can begin as early as the week of May 19, 2014. Thus, a student could complete his or her internship residency requirement in time to participate in the Law School’s Summer Study Program in Giessen, Germany which begins on July 19, 2014.
PROGRAM PREREQUISITES AND SELECTION CRITERIA

In order to participate in one of the Clinics, Judicial Internships or Supervised Fieldwork Programs, students must be in good academic standing (i.e., not on academic probation) and, for most placements, they must have completed at least 27 credits. A few programs (e.g., District Attorney Offices, Centro Legal, Milwaukee County Corporation Counsel and Waukesha County Corporation Counsel) require that participants be certified for student practice under the Wisconsin Student Practice Rule so that they can appear on the record in court. Student practice certification is limited to those who have completed 45 credits (a requirement for student practice licensing).

Many programs also have prerequisites or co-requisites. These requirements are designed to assure that participants have the background necessary for meaningful participation in an internship. Prerequisites and co-requisites are included in the descriptions of placements that follow in this application packet.

The goal of the placement process is to match applicants with internships in which they have expressed a high priority interest and in which they have the best opportunity for an optimal internship experience. Among the factors considered in the award of placements are the following: the program priorities identified by the applicant on the application form, the applicant’s preparedness for the internship(s) for which he/she has applied (including completion of specified minimum credits, satisfaction of any prerequisites or co-requisites, and overall academic performance to date), the applicant’s proximity to graduation, the opportunity an applicant has already had to participate in an internship and the quality of his/her performance therein, any relevant experiences as revealed on the applicant’s resume, and information provided in the optional personal statement that applicants are invited to furnish with their resumes (see application form for details on how to furnish a personal expression of interest in a particular internship).

DO YOU HAVE TIME TO PARTICIPATE IN A SUMMER INTERNSHIP?

Summer internships are akin to part-time positions. They take place over a flexible span of time (May through August). Most are offered for 2 credits and require a time commitment of 120 hours spread over the course of at least 8 weeks in residence at the internship site. [The limited number of 3-credit internships require a time commitment of 180 hours spread over the course of at least 8 weeks in residence.] When the math is done, that translates into about 15 hours per week for a 2-credit internship (a few less if time in residence is extended beyond 8 weeks). Students are expected to evenly distribute their internship time across their weeks in residence. Even though this time commitment is substantial, participating students still have considerable additional time to take another summer session course or to engage in summer employment. The flexibility of summer internships also makes them more accessible to those part-time students who have a little more “give” in their schedules during the summer.
INTERNSHIP OPPORTUNITIES FOR “RISING 2Ls”

Some internships require specialized training before students are ready to undertake participation in them. Prerequisite courses are examples of such specialized training. However, many judicial internships and supervised fieldwork programs only require completion of 27 credits; those who are just finishing their 1L year thus qualify for these programs.

Many rising 2Ls have successfully participated in judicial internships at the Wisconsin Supreme Court, at the Wisconsin Court of Appeals, and at the Civil Division and Felony/Misdemeanor Divisions of the Milwaukee County Circuit Court. Likewise many rising 2Ls have been admitted to one of the many Supervised Fieldwork Program internships that do not have specialized requirements beyond completion of the 1L curriculum, e.g., Legal Aid Society, Legal Action of Wisconsin, AIDS Resource Center, Disability Rights Wisconsin, Wisconsin Department of Justice, Milwaukee City Attorney’s Office, and several others.

INTERNSHIP OPPORTUNITIES FOR THE PART-TIME STUDENT

The Law School is committed to making its Clinics, Judicial Internships and Supervised Fieldwork Programs broadly available to qualified students, including those in the Part-Time Program. Achieving this goal can be challenging with respect to those part-time evening students who have substantial commitments outside the Law School during normal daytime business hours. Most courts, government agencies, and public interest law offices at which the Law School has established clinical programs close for the day at about the same time part-time students with daytime employment are available to participate in clinical work.

Despite these challenges, there are a number of placements within the clinical program that can accommodate Part-Time Program students who have a little flexibility in their daytime work schedules. The following are recommended for the consideration of those with that flexibility:

- Mediation Clinic
- Judicial Internship: Wisconsin Supreme Court
- Judicial Internship: Wisconsin Court of Appeals
- Judicial Internship: U. S. District Court and U.S. Magistrate Judge Court
- Judicial Internship: Milwaukee County Circuit Court
- Supervised Fieldwork: AIDS Resource Center of Wisconsin
- Supervised Fieldwork: Catholic Charities Legal Services for Immigrants
- Supervised Fieldwork: Disability Rights Wisconsin
- Supervised Fieldwork: Legal Action of Wisconsin
- Supervised Fieldwork: Legal Aid Society
Supervised Fieldwork: Medical College of Wisconsin Office of Risk Management
Supervised Fieldwork: Metro Milwaukee Foreclosure Mediation Program
Supervised Fieldwork: Milwaukee County Corporation Counsel
Supervised Fieldwork: Wisconsin Department of Natural Resources
Supervised Fieldwork: Wisconsin National Guard Staff Judge Advocate

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

TRAVEL EXPENSES

A few of the internship programs require regular travel to Madison or certain other locations like Waukesha, Green Bay and Chicago. To assist students in financing the cost of required travel, the Dean has generously approved a partial mileage reimbursement plan. Details will be provided to those who are selected for participation in these programs.

COMPENSATION

There is no monetary compensation for participation in the programs described in this registration packet. The American Bar Association, which is the Law School’s accrediting agency, strictly prohibits monetary compensation for activities for which academic credit is awarded.

LIABILITY RELEASE AND WAIVER

The Law School does not require participation in an internship program as a requirement for the award of the Juris Doctor degree. Students thus participate in internships as a voluntary curricular choice.

In order to be placed into an internship an applicant must execute a standard “Liability Release and Waiver” form that has been developed by the Office of General Counsel of Marquette University. A copy of the form is attached to the internship application (see page 38) and must be executed and filed with the application in order for a student to be considered for an internship placement.
GUIDANCE AVAILABLE ON ENROLLING IN AN INTERNSHIP PROGRAM

If you should have any questions whatsoever about summer Clinics, Judicial Internships or Supervised Fieldwork Programs, please see me. My office is located in Suite 453 on the fourth floor of Eckstein Hall. The telephone is 288-5359. The e-mail address is thomas.hammer@marquette.edu.

Perhaps the best resources about these programs are current or recent participants. They will be happy to answer your questions.

Professor Hammer
MEDIATION CLINIC  
(2-3 CREDITS)

EARLY APPLICATION BY MARCH 5, 2014  
STRONGLY RECOMMENDED

In the Small Claims Pro Se Litigant Mediation Clinic, second and third year law students mediate actual civil cases in the Milwaukee County Circuit Court Small Claims Division. Under the supervision of an experienced mediator, students serve as third party neutrals in real cases in which the parties are not represented by counsel. The Clinic meets on Monday mornings from 9:00 a.m. to 1:00 p.m. at the Milwaukee County Courthouse.

The mediation clinical experience gives students the opportunity to develop listening and problem-solving skills as well as the opportunity to work directly with persons facing a variety of legal, social, and economic problems. Students also gain experience in handling difficult parties in a mediation setting. The clinic is designed to advance Marquette University’s Jesuit mission of service to those in need by assisting small claims litigants who are struggling without professional representation in court.

Graded: Satisfactory/Unsatisfactory.

This course may be taken for a second time with the permission of Professor Hammer. A student will earn 2 credits if s/he is taking this course for a second time. Otherwise the student will earn 3 credits and must participate in a weekend of mediation training early in the summer session on dates to be announced.

Enrollment is limited to students who have completed 27 credits.
JUDICIAL INTERNSHIP PROGRAMS

EARLY APPLICATION BY MARCH 5, 2014
STRONGLY RECOMMENDED

Judicial Internship Programs are grouped into two categories: Appellate Courts and Trial Courts. Each offers students an opportunity to participate in the work of the judiciary through assignment to a specific appellate or trial court chambers. For those who might consider clerking after graduation, this is an opportunity to have a glimpse of what clerking entails; this is especially true in the appellate court programs and in the federal trial court program. For others, the chance to be a working member of a court staff and to observe first-hand the business of judging can be a worthy educational experience that helps prepare them to function effectively in the courts as practicing lawyers.

There is a classroom component to the judicial internship programs that will meet several times during the summer to cover material relevant to the work of judicial interns. These meetings will be scheduled once participating students have been identified. They will not overlap with any regularly scheduled summer session classes.

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

EDUCATIONAL OBJECTIVES
OF THE JUDICIAL INTERNSHIP PROGRAM

While the experience of each judicial intern will vary depending upon the type of court in which the student works and the judge/justice to whom the student is assigned, the Judicial Internship Program is intended to afford each of its participants the following educational opportunities:

- Exposure to new substantive areas of the law (or exposure to familiar areas of substantive law but at a more sophisticated level)
- An understanding of the court system in which the student works and the procedures utilized to advance cases through that system
- An immersion in the law of procedure (civil, criminal or appellate)
- Refinement of legal research skills
- Enhancement of legal writing skills
- Exposure to the process of judicial decision-making and an understanding of those attributes of effective lawyering that materially advance the position of litigants before the court
JUDICIAL INTERNSHIP: APPELLATE COURTS
(2 credits)

For the 2014 summer session appellate internships are available with several Justices of the Wisconsin Supreme Court, and with the judges of District I (Milwaukee) and District II (Waukesha) of the Wisconsin Court of Appeals. There is also one position available at the headquarters of the United States Court of Appeals for the Seventh Circuit in Chicago.

Credits: 2
Duration of Internship: One Semester
Time Commitment: 120 Hours (including time spent in the classroom component)
Grade: Satisfactory/Unsatisfactory
Prerequisite: Civil Procedure
Limited to students who have completed 27 credits.

Special Notes on Appellate Court Placements

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

(b) Wisconsin Supreme Court. The summer session of the Judicial Internship at the Wisconsin Supreme Court spans two phases of the Court’s annual schedule. During the early weeks of the summer session the interns assist the Justices and their law clerks in the substantial work of completing the Court’s written decisions that will be released before (or shortly after) the term of the Court concludes at the end of June. Once work on the opinions for the concluding term are finished, the interns refocus their attention to helping the Justices prepare for oral arguments that will take place when a new term of the Court begins in August; the interns in this phase of their internship typically research and write bench memoranda for their assigned Justices. Note: Because so much of the student work in this program may be done locally, several part-time students have successfully participated in the Supreme Court Judicial Internship. Faculty Supervisor: Prof. Hammer.
(c) **Wisconsin Court of Appeals.** This internship is principally a legal analysis and writing experience, as students generally work on draft opinions for the judges, although other research assignments and technical work on the court’s opinions may be given. The intern’s principal contact is the judge’s law clerk. Placements are available with District I and District II of the court. Because so much of this internship involves working on court opinions, much of the intern’s work will be done at the court’s chambers. (District I is located in the Plaza East office tower at 330 East Kilbourn Avenue in downtown Milwaukee; District II is located just off the Highway T exit of I-94 in Waukesha County.) Faculty supervisor: Prof. Hammer.

**JUDICIAL INTERNSHIP: TRIAL COURTS**
(2 credits)

*EARLY APPLICATION BY MARCH 5, 2014 STRONGLY RECOMMENDED*

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

- **Credits:** 2
- **Time Commitment:** 120 Hours (including time spent in the classroom component)
- **Grade:** Satisfactory/Unsatisfactory
- **Limited to students who have completed 27 credits.**
- **Faculty Supervisor:** Professor Hammer

**Note:** Prerequisites for specific trial court placements are noted on the application form.
Special Notes on Trial Court Placements

United States District Courts. For the 2014 summer term, federal trial court placements will be available with United States District Judges for the Eastern District of Wisconsin with chambers either in Milwaukee or, in the case of Judge William Griesbach, in Green Bay. A summer internship will also be available with Judge William M. Conley who presides in the Western District of Wisconsin (Chambers in Madison). Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.

Special note regarding the placement with Judge Griesbach: Though judicial interns in this program will need to meet periodically with the judge and his staff in Green Bay (normally at least once per week), the research and writing assignments that are a major component of this internship can be done locally. Judge Griesbach is very understanding about the travel aspects of this internship and is generous in the time he spends with students when they are in chambers.

Special note regarding the placement with Judge Conley: Interns for Judge Conley should plan to report to the Court in Madison at least twice per week throughout the course of their internship.

Internships with the federal trial courts are principally research and writing experiences. Students work on opinions and orders and they perform such other research as may 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.

United States Magistrate Judge Court. A summer session internship will be available with the United States Magistrate Judges for the Eastern District of Wisconsin with chambers in Milwaukee. In the federal system magistrate judges hear civil cases (including jury trials) with the consent of the parties, conduct preliminary proceedings in criminal cases (initial appearances, bail hearings, pretrial motion hearings, etc.), handle certain administrative agency appeals, and provide such other assistance to the district judges as authorized by law (including mediation services). Interns typically work with both the judge and the judge’s law clerk(s). The work includes both legal analysis and writing as well as courtroom/chambers observations. Note: A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.
**United States Bankruptcy Court.** In this program students attend courtroom hearings, chambers proceedings, and Sec. 341 hearings before the U.S. Trustee. They also perform such research and writing on issues in bankruptcy law as may assigned by the court. To maximize the benefits of this internship, **students must be available on Thursday mornings** when they will have the opportunity to work with the volunteer lawyers who assist those who are filing for bankruptcy without counsel. This internship is particularly useful for those with an interest in creditor-debtor law. There is typically a considerable opportunity to discuss the cases with the judge. **Note:** A student participating in this federal judicial internship may not simultaneously be employed in a law-related position.

**Wisconsin Circuit Courts.** Placements in state trial courts are ordinarily with judges of the Milwaukee County Circuit Court. With the exception of Children’s Court judges whose courts and chambers are located in Wauwatosa, all of the state court judges are located within two blocks of the Law School. Internship placements in the state circuit court may be available in the following specialized divisions of the circuit court: Civil, Felony, Misdemeanor, Children’s (where juvenile delinquency cases and cases involving abused/neglected children are heard), and Family (primarily divorce cases). **A student could also arrange for such a trial court internship with a judge in another jurisdiction subject to the approval of Professor Hammer.** If you are interested in an out-of-town trial court placement, please see Professor Hammer.

These internships are most valuable if a student is available to be at the court in 2-3 hour blocks of time. This allows for meaningful opportunities to observe court proceedings and those that occur 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, Fridays should ordinarily be avoided. Further, for those interested in clerking with the Civil Division, it should be noted that most civil courts hear motions on Monday mornings. It is particularly useful for students to be available at that time because much of their work involves motions and this is the time when those motions are litigated.

“Wisconsin Judicial System 2014 Volunteer Summer Law Student Internship Program”

**SPECIAL NOTE:** Students may have received information from the Marquette Office of Career Planning or elsewhere about the “Wisconsin Judicial System 2014 Volunteer Summer Law Student Internship Program.” This program, which is coordinated through the Supreme Court’s Office of Court Operations, is **NOT** part of the MULS summer judicial internship program. However, students who participate in one of these volunteer placements (which are not limited to Milwaukee County circuit courts) may qualify for academic credit if they enroll in the Law School’s summer judicial internship program, attend meetings of the judicial internship class, file all time and activity reports and evaluation paperwork required by MULS, and otherwise.
meet MULS program criteria. See Professor Hammer with any questions about obtaining academic credit for participation in the volunteer program. It is not necessary to enroll in the Wisconsin Judicial System volunteer summer program in order to participate in the Law School’s summer judicial internship program; the Law School has its own process for placing judicial interns in the state trial courts.
SUPERVISED FIELDWORK PROGRAMS
(2 credits unless noted otherwise)

EARLY APPLICATION BY MARCH 5, 2014
STRONGLY RECOMMENDED

The Supervised Fieldwork Program was established by action of the Law School faculty in January, 1986. It is designed to offer students an opportunity for a clinical experience in a wide variety of governmental agencies and public interest organizations that provide legal services to those who are poor, marginalized, or otherwise underrepresented in society. Students work under guidance from agency lawyers and under the general supervision of faculty members. Given the breadth and diversity of Supervised Fieldwork offerings, opportunities are available for the development of lawyering skills in virtually every area of law practice. There is no weekly classroom component in the Supervised Fieldwork Program. However, summer interns can expect to participate in a few meetings with Professor Hammer at times to be determined after placements are made.

EDUCATIONAL OBJECTIVES
OF THE SUPERVISED FIELDWORK PROGRAM

While the experience of each Supervised Fieldwork Program intern will vary depending upon the nature of his/her placement, it is nonetheless possible to articulate the following statement of educational objectives that are generally applicable in every internship setting. It is anticipated that each intern will have the opportunity for:

- Exposure to new substantive areas of the law (or exposure to familiar areas of substantive law but at a more sophisticated level)
- An immersion in the law of procedure and in the legal and organizational processes employed by the agency to accomplish its work
- The acquisition of specific lawyering skills that are relevant to the particular internship and which are articulated at the outset and measured throughout the internship
- The development of the habit of reflection and continuous self-assessment of the intern’s professional growth
- The acquisition of time management and planning skills
- The assessment of one’s ability to work effectively in the legal profession and the development of one’s confidence in his/her ability to do so
- The identification of ethical issues that arise in the internship setting and the methods for resolving those issues
General Requirements of the Supervised Fieldwork Program

Credits: 2 (unless noted otherwise)
Duration of Internship: One Semester
Time Commitment: 120 hours for 2-credit internships; 180 hours for 3-credit internships; 240 hours for 4-credit internships
Grade: Satisfactory/Unsatisfactory
Limited to students who have completed 27 credits.
Other prerequisites/co-requisites are catalogued below in the “Special Notes” section.

Special Notes on Supervised Fieldwork Program Placements

AIDS Resource Center of Wisconsin. The AIDS Resource Center of Wisconsin (ARCW) is the largest AIDS resource provider in the state of Wisconsin. The ARCW has nine different locations across the state of Wisconsin, but the largest office is located in downtown Milwaukee. In addition to legal services, ARCW provides numerous other services including medical care, dental care, mental health care, social services, housing services, and AIDS prevention services.

In this internship students assist staff lawyers in a variety of legal matters, including advance directives, discrimination in employment, housing and public accommodations, social security disability, insurance, guardianships, evictions and bankruptcies. Activities include interviewing clients, conducting legal research, drafting documents, assisting attorneys at hearings, etc. Prerequisite: Civil Procedure.

New in 2014

BloodCenter of Wisconsin Office of Corporate Counsel. For more than 65 years, BloodCenter of Wisconsin (www.bcw.edu) has advanced patient care and scientific understanding. It has helped provide a safe supply of blood to hospitals, and saved and enhanced lives through blood drives and the Wisconsin Donor Network and Wisconsin Tissue Bank. Its Diagnostic Laboratories help doctors detect rare diseases and the Blood Research Institute is continually discovering innovate new diagnosis methods, treatments, and cures.

This internship is under the direct supervision of the Vice-President and Corporate Counsel of BloodCenter of Wisconsin, whose office is located just two blocks west of the Marquette campus at 638 North 18th Street. Though the work of the BloodCenter is medical in nature, this is not a health law internship. Rather, it is a corporate counsel internship providing interns a first-hand experience in the
work of in-house counsel. Thus, the students will have an opportunity to work on such matters as contract management (including review, negotiation, execution and implementation of contracts), corporate governance, internal and external audit activities, mergers and acquisitions, regulatory compliance, etc. Prerequisite: Contracts. Preferred but not required: Business Associations and Contract Drafting.

**Brown County District Attorney’s Office.** This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor’s office. The office is located in Green Bay, Wisconsin. Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. Prerequisites: Criminal Process and Evidence. Limited to students who have completed 45 credits (a Student Practice Rule requirement).

**Catholic Charities Legal Services for Immigrants.** Catholic Charities is a nonprofit organization operating under the auspices of the Archdiocese of Milwaukee. The agency provides family-based immigration services, helps the Archdiocese obtain religious visas for foreign priests and nuns, represents clients in removal proceedings, assists clients apply for asylum, helps victims of domestic violence obtain permanent residence under the Violence Against Women Act, and helps victims of crime to apply for “U” visas. Under the supervision of agency lawyers the interns interview clients, assist in the preparation of relevant documents, research legal issues pertinent to immigration law, and perform such other case-related tasks as may be necessary. Some attend or assist at immigration hearings in Chicago. Though not required, knowledge of Spanish can be useful in this internship. Prerequisite: Immigration Law preferred but not required for the 2014 summer internship. Catholic Charities staff will provide instruction on the aspects of immigration law relevant to this internship.

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. Wednesdays are thus good days to be present in the office.

**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. At the present time the focus of the agency’s work is upon family law litigation and the defense of misdemeanor criminal cases. For the 2014 summer term a placement is available in the misdemeanor unit. Students will be certified under the Wisconsin Student Practice Rule so that they may make on-the-record appearances in court on behalf of their clients. The great majority of Centro Legal’s clients are English speaking; knowledge of Spanish is not required. Prerequisite: Criminal Process. Limited to students who have completed 45 credits (a Student Practice Rule requirement).

New in 2014

**Columbia St. Mary’s Office of General Counsel.** Columbia St. Mary’s (CSM) is a non-profit health care organization, sponsored by Ascension Health and Columbia Health System, which includes four hospitals, over 60 clinics, several urgent/express care centers, and the Columbia College of Nursing. The Office of General Counsel, which is located at 2320 North Lake Drive in Milwaukee, handles a wide variety of responsibilities for the hospital system, including contract formation and administration, corporate police development, regulatory compliance, etc. It does not handle medical malpractice claims.
In an internship in the CSM General Counsel’s Office, the student can expect to work on a variety of matters involving contract formation, contract administration, corporate policy research and development, regulatory compliance, etc. The internship is best categorized as “general corporate” with some health care regulatory responsibilities. Prerequisite: Contracts. Preference will be given to students who have completed courses like Business Associations, Contract Drafting, and Health Law.

Disability Rights Wisconsin. Disability Rights Wisconsin is a private nonprofit organization that was founded in 1977. Designated by the Governor to ensure the rights of all state citizens with disabilities through individual advocacy and system change, DRW is part of a national system of federally mandated independent disability agencies. Disability Rights Wisconsin serves people of all ages, including people with developmental disabilities, people with mental illness, people with physical or sensory disabilities, and people with traumatic brain injury.

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

Scheduling Note for Disability Rights Wisconsin: Agency staff members meet on Monday afternoons for their weekly strategy sessions. This is a great time for interns to be present.

New in 2014

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

Internal Revenue Service. This internship is actually with the Office of Chief Counsel for the United States Department of the Treasury. Student interns assist attorneys assigned to the Milwaukee office in preparing cases for trial before the United States Tax Court, reviewing the merits of refund litigation, furnishing legal advice necessary to protect and collect tax claims of the United States (which may involve matters pertaining to bankruptcy, administrative summonses, liens, levies, decedents’ estates, etc.), and perhaps evaluating potential criminal tax prosecutions. Prerequisite: Federal Income Taxation.

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

*New at Legal Action in 2014 🔄*

**Support Services for Veterans Families** is a new Legal Action program designed to provide support for veterans and their families who are homeless or facing homelessness. Legal Action of Wisconsin is partnering with the Center for Veterans Issues to provide free civil legal services to qualifying, low-income veterans. These services include evictions and housing matters, securing benefits, resolving municipal warrants and civil tickets, restoring driver’s licenses, re-entry legal services, and child support adjustments.

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

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

**Legal Aid Society of Milwaukee.** The Legal Aid Society of Milwaukee furnishes a wide variety of civil legal services to low income clients in the Milwaukee area. At its downtown office agency lawyers represent clients in diverse practice areas, including landlord-tenant, consumer/predatory lending, fraudulent practices involving mortgages, elder law, health law (including SSI disability and Medicare/Medicaid matters), income tax, legal problems confronting the homeless, mental health commitments, and certain civil rights actions. Several lawyers in the downtown office also provide guardian ad litem representation in the Family Division of the Circuit Court to children in the context of divorce, custody and paternity proceedings.

At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, Legal Aid lawyers serve as guardians ad litem for children who are abused or neglected. They function in this capacity in
Children in Need of Protection or Services ("CHIPS") cases and in Termination of Parental Rights ("TPR") proceedings.

Depending on agency requirements and intern interests, students may serve in a number of different service areas within LAS or concentrate in one area. Whether at the downtown office or at the Juvenile Justice Center, students assist Legal Aid Society lawyers in the full range of activities performed by those lawyers. Their activities can include case investigation, legal research, interviewing clients and witnesses, providing assistance with regard to matters in litigation, attending court proceedings, and drafting documents/briefs for both trial and appellate courts. Prerequisite for all Legal Aid Society internships: Civil Procedure.

Special Information about Legal Aid Society Internships:

1. The application form allows students to apply for placement in one or more of Legal Aid’s various divisions and to prioritize their preferences.

2. Interns on general assignment in the downtown office may have the opportunity to participate in client intake interviewing if they are at the office on Monday and Wednesday afternoons. This is a popular opportunity to work on interviewing skills.

3. The intern assigned to the downtown Family Law Program must be eligible for student practice licensing (45 credits completed before internship commences). This requirement is essential because this intern will have the opportunity to spend a considerable amount of time in court appearing on the record. The best opportunities for in-court time occur on Tuesdays and Wednesdays.

4. A new internship has been created in Legal Aid’s Taxpayer Advocacy and Counseling Service (TACS). The intern will work with the TACS lawyer assisting low-income clients with non-filer problems, IRS collections and installment arrangements, audits, appeals, U.S. Tax Court cases, etc. Prerequisite: Federal Income Tax.

Medical College of Wisconsin Office of Risk Management. The Medical College of Wisconsin employs over 1,000 physicians as members of its faculty. These doctors staff such medical facilities as Froedtert Hospital and Children’s Hospital of Wisconsin. Lawyers in the College’s Office of Risk Management provide legal advice to physicians and to the College in matters involving allegations of medical negligence. They also provide legal advice intended to proactively prevent claims. The office also responds to legal issues that may arise during the course of treatment, assists in the development of policy to minimize risk, and periodically addresses medical ethics concerns. Preference will be given to students who have completed Health Law or Health Care Provider Liability. Scheduling Note: Interns should try to be available for at least some of the Medical College’s “quality assurance meetings” that generally occur on Wednesdays at 7:00 a.m., Thursdays at 11:30 a.m. and Fridays at 10:30 a.m.
Metro Milwaukee Foreclosure Mediation Program. Students work with the Program Coordinator at the Milwaukee County Courthouse to support the Metro Milwaukee Foreclosure Mediation Program, a court-annexed alternative to mortgage foreclosure litigation. Pending foreclosure cases are eligible for mediation, subject to acceptance by both parties. In most cases the mediation session will serve as a venue to work out new loan terms, a short sale, or other solution that is mutually agreeable, and execute a final agreement between the parties.

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

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

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

Interns will be assigned to work with Assistant City Attorneys who handle civil litigation (primarily personal injury cases) and § 1983 federal civil rights actions. The placement should be attractive to students seeking exposure to the practical side of civil litigation and experience with all phases of the civil lawsuit. Prerequisite: Civil Procedure.

Milwaukee County Corporation Counsel. This internship offers an opportunity for first-hand exposure to the practice of municipal law in the county government context. The Corporation Counsel acts as the legal advisor to the Milwaukee County Board of Supervisors and to the Milwaukee County Executive.

Pursuant to Wis. Stat. § 59.42, the Corporation Counsel prosecutes or defends all civil actions in which Milwaukee County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts county ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for “developmentally disabled and aged infirm persons,” and acts as general counsel for the county in all civil matters in all federal and state courts and before all federal, state and county administrative bodies and agencies.
In this internship students assist Corporation Counsel attorneys in a variety of contexts. Their duties may include the provision of assistance in mental commitment hearings under Wis. Stat. ch. 51 (which are handled at the Milwaukee County Behavioral Health Division in Wauwatosa each morning beginning at 8:30 a.m.) and the performance of research on a wide variety of municipal law issues. The latter could include researching and drafting county ordinances and resolutions and researching policy matters involving the legislative or executive branches of Milwaukee County government. Finally, interns will provide such other assistance as may be requested by attorneys handling the kinds of municipal law matters described in the preceding paragraph (including civil litigation and employment law matters).

**Students in this internship should plan to occasionally be available during morning hours should they be asked to participate in mental commitment court proceedings.** Limited to students who have completed 45 credits (a Student Practice Rule requirement).

**Milwaukee County District Attorney CHIPS/TPR Unit.** At its office in the Vel Phillips Juvenile Justice Center in Wauwatosa, Milwaukee County Assistant District Attorneys prosecute cases involving children who are abused or neglected. The caseload includes Children in Need of Protection or Services (“CHIPS”) cases and in Termination of Parental Rights (“TPR”) proceedings. Students can expect to attend and participate in a variety of court proceedings in these cases and to assist in the preparation of various litigation documents, *e.g.*, CHIPS/TPR petitions, court orders, briefs, *etc.* Interns will be certified under the Wisconsin Student Practice Rule so that they can make supervised court appearances on behalf of the State. **Prerequisite:** Evidence. **Preference will be given to applicants to have taken one or more juvenile or family law courses.** Limited to students who have completed 45 credits (a Student Practice Rule requirement).

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

**New in 2014**

**Milwaukee County Economic Development Division.** The Milwaukee County Economic Development Division is responsible for disposition of surplus lands owned by Milwaukee County (through development agreements, restrictive deeds, options to purchase, *etc.*), 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 the “transactional” side of lawyering (most especially contract drafting) and the process of planning for the disposition/development of property and the preparation of related legal documentation. It also may include opportunities for researching public policy issues associated with economic development. **Prerequisite:** Contracts. **A preference will be given to students who have completed the Contract Drafting course or the Community and Economic Development course.**
**National Labor Relations Board.** Interns work in the Milwaukee Regional Office of the National Labor Relations Board assisting NLRB staff attorneys. Assignments may include research for matters in litigation, attendance at staff Agenda Meetings, work on representation election proceedings, unfair labor practice investigations and hearings, and injunction proceedings. *Prerequisite: Labor Law.*

**Scheduling Note:** The best days for internship hours are Tuesdays, Wednesdays and Thursdays.

**Sheboygan County District Attorney’s Office.** This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a state prosecutor’s office. The office is located is Sheboygan, Wisconsin (a one-hour drive from downtown Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. *Prerequisites: Criminal Process and Evidence. Limited to students who have completed 45 credits (a Student Practice Rule requirement).*

**New in 2014**

**South Milwaukee School District.** The City of South Milwaukee in southern Milwaukee County is home to a public school district with an enrollment of approximately 3,200 students. It has one high school, one middle school, and four elementary schools. Legal services for the district are supervised by the attorney who serves as the district’s Director of Personnel, Administrative and Legal Services. This office handles a number of functions typically performed by in-house counsel (e.g., contract formation) and is further involved in labor relations, open records and open meetings law issues, student expulsion and discipline, student rights, and teacher non-renewals. This internship thus combines experience in the practice of public sector labor/employment law, education law, and the management of the legal affairs of a school district. *Prerequisite: Labor Law or Employment Law. Education Law is preferred but not required.*

**United States Department of Veterans Affairs Office of Regional Counsel.** The United States Department of Veterans Affairs Office of Regional Counsel in Milwaukee provides legal services to VA entities in Wisconsin and in the Upper Peninsula of Michigan, including four hospitals and a regional pension/benefits center. The primary practice areas of Regional Counsel are medical malpractice defense and employment law. Interns assist in various proceedings and client meetings in which their supervisors are involved. They may also provide research support for their supervisors. Students who have done this internship have reviewed claims filed under the Federal Tort Claims Act and have submitted litigation reports in those matters. They have also drafted discovery documents, researched administrative law matters, attended EEOC hearings, observed depositions, etc. *Preference will be given to those who have completed Health Law, Health Care Provider Liability, or any employment law course.*
**United States Equal Employment Opportunity Commission (Enforcement Section).** In this employment law internship students work in the Milwaukee office of the EEOC assisting staff attorneys in the investigation of employment discrimination complaints and in preparation of cases for hearing or trial. This is typically a substantial research and writing experience. Interns may also attend depositions and hearings as they occur during the course of the internship.  
*Prerequisite: Employment Discrimination.*

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

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

*Other: The students must complete a weekend of mediation training at the beginning of the semester on dates to be announced. This is the same training required of participants in the Mediation Clinic. This requirement will be waived if the student has already completed the Mediation Clinic or the Mediation Advocacy course.*

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

Law students will generally assist with the civil enforcement efforts of the USTP for the Eastern District of Wisconsin. This may include preparing discovery requests, analyzing discovery responses, summarizing factual findings in internal memos, assisting staff attorneys prepare for depositions, conducting legal research on assigned issues, and drafting various forms of pleadings including complaints. Students will also assist with trial preparation and accompany attorneys to court in matters requiring UST involvement. *Students selected for this internship must undergo a routine background investigation required of all employees of the USTP. Prerequisite: Creditor-Debtor Law.*
**Washington County District Attorney’s Office.** This is a Student Practice Rule clinical placement for those interested in acquiring courtroom experience in the context of a prosecutor’s office. The Washington County District Attorney’s Office is located in West Bend, Wisconsin (a 45 minute drive from downtown Milwaukee). Students will assist the Assistant District Attorneys in the various phases of a criminal case from charging to sentencing. **Prerequisites:** Criminal Process and Evidence. **Limited to students who have completed 45 credits (a Student Practice Rule requirement).**

**Waukesha County Corporation Counsel Child Support Division.** This office is responsible for the enforcement of child support orders. Students work with staff lawyers in the preparation and filing of motions, orders to show cause, and summonses and petitions to establish or enforce child support orders or to establish paternity. Students accompany the lawyers to court, conduct legal research, assist with a variety of administrative enforcement procedures, and work on special projects as they develop. Interns may also work on additional matters within the jurisdiction of the Corporation Counsel’s Office, e.g., juvenile and mental commitment cases. Participating students will be certified under the Student Practice Rule so that they can appear on the record in court proceedings. **Prerequisites:** Civil Procedure and Family Law. **Students must have completed 45 credits before commencement of the program (a Student Practice Rule requirement).**

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

**Waukesha County Register in Probate.** The Register in Probate coordinates the judicial activities and administrative functions of the Waukesha County Probate Court including the opening, closing, maintenance and preservation of all files dealing with probate proceedings. Interns in this program can expect to experience the probate process from start to finish with respect to both the formal and informal administration of decedents’ estates. They assist the legal staff in such activities as the opening of estates (including the review of wills, the identification of expected heirs and the calculation of distributions), the processing of the legal documents that are used in probate proceedings, and the performance of research relating to issues that arise in pending matters. The students attend court proceedings before the circuit judge and probate commissioner who handle estates. They may also have the opportunity to work on guardianship matters and on the continued refinement of procedures that have been implemented to assist pro se litigants in probate matters. **Prerequisite:** Trusts and Estates.

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

- Wednesday 1:30 - 3:30 contested formal probate and trust hearings and delinquent estates with the judge
- Thursday 8:30 - 10:00 uncontested informal probate hearings with the probate registrar
Thursday 8:30 - 11:00 contested guardianship hearings with the judge
Friday 1:15 - 3:45 uncontested formal probate hearings and guardianship
hearings with the court commissioner

Wisconsin Department of Justice (Office of the Attorney General) Criminal Appeals Unit. In this placement students are assigned to the Criminal Appeals Unit of the Wisconsin Department of Justice. This unit represents the State of Wisconsin in felony (and some misdemeanor) appeals before the Wisconsin Supreme Court and the Wisconsin Court of Appeals. It also represents the state in certain collateral attacks on convictions that are litigated in the federal courts. Students are assigned to Assistant Attorneys General in the Appeals Unit and assist in the full range of activities associated with the Unit’s appellate practice. They perform research, assist in the preparation of appellate briefs, participate in moot courts and strategy sessions conducted prior to oral arguments, and attend oral arguments before the state’s appellate courts. The internship offers an intensive research and writing experience for participants, a comprehensive introduction to appellate law, procedure and practice, and a chance to work with some of the best appellate advocates in the state. Prerequisites: Criminal Law, Criminal Process, Evidence, and the Constitution and Criminal Investigation. Applicants must also clear a background check conducted by the Wisconsin Department of Justice.

Note # 1: The supervised field placement with the Criminal Appeals Unit is a four-credit program that is two semesters in duration. It commences in the summer semester (May – August 2014) and continues through the fall semester (August – December 2014). No credit is awarded unless both semesters of the program are completed. Students selected for this program must thus commit to enrolling in the summer semester component as well as the fall semester component.

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

Wisconsin Department of Justice (Office of the Attorney General) Legal Services Division. In this one-semester placement, students are assigned to one of the units of the Legal Services Division of the Wisconsin Department of Justice, including Civil Litigation (including civil rights, torts and eminent domain), Criminal Litigation, Employment, Medicaid Fraud, Consumer Protection, Environmental Protection, State Programs & Administration (including core governmental issues, tax, contracts and bankruptcy), and the Division of Legal Services Administration. An attempt is made to match placements with each student’s interests and qualifications.

Students work as partners with Assistant Attorneys General on their cases and related projects. Assignments may include drafting complaints, answers, motions and responses to motions, drafting trial and appellate court briefs, preparing discovery requests and responses, preparing research memoranda on case-related issues, analyzing legislative proposals, and attending negotiations, settlement meetings and
court hearings.  **Prerequisites:**  *Civil Procedure; Legal Analysis, Writing, and Research 1 and 2.* Applicants must also clear a background check conducted by the Wisconsin Department of Justice.

**Note # 1:** Students in this internship must be available for several Thursday morning seminars conducted at 8:30 a.m. for them by the Department of Justice in Madison.

**Note # 2:** Interns in this program will earn 3 credits (a 180-hour time commitment). They must also commit to being present in Madison two days per week in order to maximize the opportunities available in this particular internship. One of those days can be Thursday when they need to be at the DOJ for the seminars referred to in Note # 1 above.

**Wisconsin Department of Natural Resources Bureau of Legal Services.** The WDNR’s Bureau of Legal Services is involved in many phases of environmental law including: wetlands protection, water resource management, dam safety, regulation of toxic substances, air pollution regulation, hunting and fishing regulation, recreational use issues, the public trust doctrine, and forestry management. Law students will assist WNDR attorneys in the full range of activities in which those lawyers engage including, but not limited to, performing legal research on environmental law in Wisconsin, preparing for and attending contested case hearings, drafting administrative regulations, and coordinating with other state and federal agencies.

Students participating in this program will likely do their work in one or more of the following areas: (1) water law, water resource management, and zoning; (2) air and water pollution, and solid and hazardous waste program; and (3) law enforcement and wildlife. An attempt will be made to assign students within these areas according to their individual interests.  **During the course of the internship students should expect to travel to the Bureau’s office in Madison at least once per week. They will have a more meaningful experience if they are able to be there twice per week. Prerequisite: Any environmental law course.**

**Wisconsin Department of Public Instruction (Special Education Team).** This internship is for students with an interest in education law and, more particularly, in the law that governs special education. The Wisconsin Department of Public Instruction has a team of lawyers and staff who are responsible for overseeing statewide compliance with the federal Individuals with Disabilities Education Act and related Wisconsin Statutes. In this internship students work with the Special Ed team to monitor individual school districts for compliance with these laws. They will also work on specific allegations of noncompliance— a process that involves investigation, fact-finding, and the implementation of corrective action. The Department of Public Instruction is located in downtown Madison and student interns will be expected to be in Madison at least once per week during the course of their internship. Students selected for this internship must undergo a background check and a TB test (paid for by the State). Tuesdays are good days in this placement if a student wants to participate in various team meetings; not much is scheduled on Fridays.  **Prerequisites: None.**
Wisconsin Governor Office of Legal Counsel. Governor Scott Walker’s Office of Legal Counsel is a critical component of the Governor's Office. It is comprised of three lawyers and a legal assistant. The Office is responsible for counseling the Governor and his staff on any legal issues that may arise. Attorneys analyze pending legislation, draft executive orders, respond to open record requests, monitor developments within the legal community, and provide legal analysis and guidance on a wide range of issues that come to the Governor's attention.

In this internship students assist the lawyers in the Office of Legal Counsel and help them carry out their duties. They will have an opportunity to do research and provide analysis on a wide range of important legal issues. Students will work on both criminal and civil matters and have numerous occasions to consider public policy and the law. Prerequisites: None.

Wisconsin Institute for Law and Liberty (WILL). The Wisconsin Institute for Law & Liberty (WILL) is a public interest legal organization dedicated to advancing the public interest in constitutionally limited government, free markets, individual liberty and a robust civil society through litigation, counseling and public advocacy and education.

In an internship at WILL, students can expect to be involved in the evaluation of potential cases and to work with representatives of like-minded organizations in addressing the legal challenges associated with law reform and policy litigation. He or she can expect to perform legal research, write intra-office memoranda, and be involved in the drafting of pleadings and briefs and the development of legal strategy. Adjunct Professor Rick Esenberg directs this internship. Prerequisites: None. Completion of any course with a First Amendment emphasis is preferred but not required.

Wisconsin National Guard Staff Judge Advocate. The lawyers at the Wisconsin National Guard Staff Judge Advocate provide a variety of legal services to military personnel. In this internship students work with these lawyers on such matters as estate planning (including wills and powers of attorney), family law issues, landlord-tenant matters, assertion of rights under the Servicemembers Civil Relief Act and the Uniformed Services Employment and Reemployment Rights Act, etc. There may also be the opportunity to work on disciplinary proceedings. There is a considerable research component to this internship as well as opportunities for client interaction and document drafting. The offices of the Staff Judge Advocate are located on the east side of Madison close to the Dane County Regional Airport. Interns are expected to work at the office at least once per week during the semester. Prerequisites: None.

Wisconsin State Public Defender Juvenile Division (Milwaukee County). The Juvenile Division of the State Public Defender in Milwaukee handles a wide variety of cases. Public defenders in this office represent children over the age of twelve in child welfare and juvenile delinquency cases as well as adults in termination of parental rights and mental health commitment cases.

In this Student Practice Rule internship the student can expect to develop pre-trial and trial advocacy skills. The student will report to the Children’s Court Center in Wauwatosa and assist the public defenders in legal research and writing assignments, client interviews, and court hearings. The
student can expect to observe and participate in hearings involved in the full course of a delinquency or child welfare case. Thus, the student will be exposed to pre-trial skills of discovery and trial strategy and the trial advocacy skills necessary for being a good advocate. **Prerequisites:** Limited to students who have completed Evidence and 45 credits (a Student Practice Rule licensing requirement). Completion of courses involving juvenile law and criminal procedure is preferred but not required.
APPLICATION FOR CLINICS, JUDICIAL INTERNSHIPS & SUPERVISED FIELDWORK PROGRAMS

SUMMER 2014

PLEASE FILE THIS APPLICATION WITH FACULTY ASSISTANT DEBBIE MOORE IN ECKSTEIN HALL SUITE 453 NO LATER THAN 5:00 P.M. ON WEDNESDAY, MARCH 5, 2014 IF YOU WISH TO TAKE ADVANTAGE OF EARLY PLACEMENT. Otherwise it may be submitted anytime before the beginning of the summer session.

Name: _________________________________________________________

Your marquette.edu address: _________________________________

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

Tele: _________________________________________________________

Credit hours completed as of May 15, 2014: ______________________

Anticipated month and year of graduation: _________________________

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

______________________________________________________________________

A limited number of placements (e.g., federal court judicial internships) prohibit interns from simultaneously working in other law-related settings such as law firms and legal departments. Please list below any such anticipated employment you may have during the 2014 summer semester:

______________________________________________________________________

YOU MUST ATTACH ONE COPY OF YOUR RESUME FOR EACH PROGRAM YOU SELECT. Your resume may be shared with the court or agency with which you are applying for placement. On the back of each resume you may but are not required to write a personal statement indicating why the program interests you. Your comments are very useful in the making of placements.
YOU MUST ATTACH ONE COPY OF YOUR UNOFFICIAL TRANSCRIPT TO THIS APPLICATION. The transcript will only be used internally by the Director of Clinical Education to verify academic credentials for an internship placement, e.g., completion of prerequisite courses and eligibility for Student Practice Rule licensing. It will not be shared with the court or agency with which you are applying for placement. An unofficial CheckMarq transcript suffices for this purpose.

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 38 of this application packet.

Lastly, please sign and date your application in the place provided for this purpose on the last page of the application form (37).

Instructions for Selection of Program(s)

Please indicate your program preference(s) in the list that follows by placing your priority numbers (“1” being your first choice) next to the program(s) in which you wish to participate. Do not indicate more than 6 choices; do not combine separate lines so as to aggregate them into one choice.

You should not indicate a choice unless you are relatively certain that you will accept a clinical if selected. Remember, a placement awarded to one student may mean denying that placement to another student who desires it.

CLINICS

Priority #

___ Mediation Clinic

Have you already participated in the Mediation Clinic? Yes___ No___

JUDICIAL INTERNSHIPS

___ Judicial Internship: Appellate Courts: Wisconsin Supreme Court
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes___ No___

___ Judicial Internship: Appellate Courts: Wisconsin Court of Appeals (Milwaukee)
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes___ No___

___ Judicial Internship: Appellate Courts: Wisconsin Court of Appeals (Waukesha)
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes___ No___
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

____ Judicial Internship: Appellate Courts: Internship at the Headquarters of the U. S. Court of Appeals for the Seventh Circuit
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: United States District Court (Chambers of Milwaukee Federal Trial Judges)
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: United States District Court (Judge William Griesbach in Green Bay)
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: United States District Court (Judge William Conley in Madison)
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: United States Magistrate Judges
Will you have completed Civil Procedure and Legal Analysis, Writing and Research 1 & 2 by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: United States Bankruptcy Court
Will you have completed Creditor-Debtor Law by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: Circuit Court: Civil Division
Will you have completed Civil Procedure by 05-15-2014? Yes ___ No___

____ Judicial Internship: Trial Courts: Circuit Court: Felony Division
Will you have completed Crim Law & Crim Process by 08-15-2014? Yes__No__

____ Judicial Internship: Trial Courts: Circuit Court: Misdemeanor Division
Will you have completed Crim Law & Crim Process by 08-15-2014? Yes__No__

____ Judicial Internship: Trial Courts: Circuit Court: Children’s Division
Will you have completed Civil Procedure and either Family Law or Juvenile Law by 05-15-2014? Yes ___ No ___
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

___ Judicial Internship: Trial Courts:  
Circuit Court: Family Division
Will you have completed Civil Pro and Family Law by 05-15-2014? Yes___No__

___ OTHER JUDICIAL INTERNSHIP: If you wish to apply for academic credit for clerking with a judge or court not listed above, please check this option and you will be contacted by Prof. Hammer to discuss whether your placement would qualify for Judicial Internship credit.

Name of Court/Judge: ________________________________

SUPERVISED FIELDWORK PROGRAMS

___ AIDS Resource Center of Wisconsin
Will you have completed Civil Procedure by 05-15-2014? Yes ___ No___

___ BloodCenter of Wisconsin Office of Corporate Counsel
Will you have completed Contracts by 05-15-2014? Yes ___ No___
Have you taken either Business Associations or Contract Drafting (preferred but not required)? Yes ___ No ___

___ Brown County District Attorney’s Office
Will you have completed Criminal Process & Evidence by 05-15-2014? Yes ___ No ___

___ Catholic Charities Legal Services for Immigrants
Will you have completed Immigration Law by 05-15-2014 (Immigration Law preferred but not required)? Yes ___ No___
Do you speak Spanish (not required)? Yes ___ No ___

___ Centro Legal
Will you have completed the Crimin Process course by 05-15-2014? Yes___No__

___ Columbia St. Mary’s Office of General Counsel
Will you have completed Contracts by 05-15-2014? Yes ___ No___
Have you taken Business Associations, Contract Drafting or any Health Law course (preferred by not required)? Yes ___ No ___

___ Disability Rights Wisconsin
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

____ Federal Defender Services of Wisconsin
  Will you have completed Criminal Law, Evidence and Criminal
  Process by 05-15-2014?    Yes ___ No ___

____ Internal Revenue Service (U.S. Treasury Office of Chief Counsel)
  Will you have completed Fed Income Tax by 05-15-2014?    Yes ___ No ___

____ Legal Action of Wisconsin, Inc.
  Will you have completed Civil Procedure by 05-15-2014?    Yes ___ No___
  Please express a preference:    Housing Unit _____
  (use numbers)                   Senior Law Unit _____
                                   Road to Opportunity Program _____
                                   New
                                   Support Services for Veterans _____

____ Legal Aid Society of Milwaukee
  Will you have completed Civil Procedure by 05-15-2014?    Yes ___ No___
  Please express a preference:    Downtown Office (General) _____
  (use numbers)                   Downtown Office (Family) _____
                                   Guardian ad Litem Office at the
                                   Children’s Court _____
                                   New
                                   Taxpayer Advocacy Unit _____

Note: Federal Income Tax is a prerequisite for
placement in the Taxpayer Advocacy &
Counseling Service.

____ Medical College of Wisconsin Office of Risk Management
  Have you taken either Health Law or Health Care Provider
  Liability (preferred but not required prerequisites)?    Yes ___ No ___

____ Metro Milwaukee Foreclosure Mediation Program

____ Milwaukee City Attorney’s Office
  Will you have completed Civil Procedure before 05-15-2014?    Yes ___ No ___
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

___ Milwaukee County Corporation Counsel
    Will you have completed 45 credits by 05-15-2014? Yes ___ No ___

___ Milwaukee County District Attorney CHIPS/TPR Unit
    Will you have completed Evidence by 05-15-2014? Yes ___ No ___
    Will you have completed any juvenile or family law course(s) by 05-15-2014 (preferred but not required)? Which courses?
    __________________________________________

___ Milwaukee County Economic Development Division
    Will you have completed Contracts by 05-15-2014? Yes ___ No ___
    Will you have completed Contract Drafting or the Community and Economic Development course by 05-15-2014 (preferred but not required)? Yes ___ No ___

___ National Labor Relations Board
    Will you have completed Labor Law by 05-15-2014? Yes ___ No ___

___ Sheboygan County District Attorney’s Office
    Will you have completed Criminal Process & Evidence by 05-15-2014? Yes ___ No ___

___ South Milwaukee School District
    Will you have completed Labor Law or Employment Law by 05-15-2014? Yes ___ No ___
    Have you taken Education Law (preferred but not required)? Yes ___ No ___

___ United States Department of Veterans Affairs Office of Regional Counsel

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

___ United States Equal Employment Opportunity Commission Enforcement Section
    Will you have completed Employment Discrimination by 05-15-2014? Yes ___ No ___
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

____ United States Equal Employment Opportunity Commission Mediation Advocacy Program
    Will you have completed either Employment Law or Employment Discrimination by 05-15-2014? Yes ___ No ___
    Will you have completed either Alternative Dispute Resolution or Mediation Advocacy Workshop by 05-15-2014? Yes ___ No ___

____ United States Trustee Program
    Will you have completed Creditor-Debtor Law by 05-15-2014? Yes ___ No ___

____ Washington County District Attorney’s Office
    Will you have completed Criminal Process & Evidence by 05-15-2014? Yes ___ No ___

____ Waukesha County Corporation Counsel Child Support Division
    Will you have completed Family Law by 05-15-2014? Yes ___ No ___

____ Waukesha County Register in Probate
    Will you have completed Trusts & Estates by 05-15-2014? Yes ___ No ___

____ Wisconsin Department of Justice (Attorney General) Criminal Appeals Unit
    Will you have completed Crim Law, Crim Process and Evidence by 5-15-2014? Yes ___ No ___
    Will you have completed Constitutional Criminal Procedure (formerly called Constitution and Criminal Investigation) by 5-15-2014? Yes ___ No ___

____ Wisconsin Department of Justice (Attorney General) Legal Services Division
    Will you have completed Civil Procedure by 05-15-2014? Yes ___ No ___

____ Wisconsin Dep’t of Natural Resources Bureau of Legal Services
    Which environmental law course(s) will you have completed by 05-15-2014?
    ____________________________________________________________

____ Wisconsin Department of Public Instruction (Special Education Unit)

____ Wisconsin Governor Office of Legal Counsel

____ Wisconsin Institute for Law and Liberty (WILL)
APPLICATION FOR PLACEMENT (CONTINUED)

NAME: ________________________________________________

Priority #

___ Wisconsin National Guard Staff Judge Advocate

___ Wisconsin State Public Defender Juvenile Division (Milwaukee County)
   Will you have completed Evidence by 05-15-2014? Yes ___ No ___
   Preference will be given to applicants who have taken any courses in juvenile law (e.g.,
   Juvenile Law or Parent, Child & State)?
   Which juvenile law courses have you taken? ________________________________

___ OTHER: If you wish to apply for academic credit for legal work you will be doing this
   summer on an uncompensated basis with a governmental, charitable or public interest law
   agency, please check this option and you will be contacted by Prof. Hammer to discuss whether
   your placement would qualify for Supervised Fieldwork credit.

   AGENCY NAME: ________________________________

___________________________________________  _____________
Applicant’s Signature                        Date
LIABILITY RELEASE AND WAIVER

This legally binding Release is made by ____________________________ (“Participant”) to Marquette University (“Marquette”). The term “Undersigned” refers to Participant.

The Undersigned fully recognizes that there are dangers and risks to which Participant may be exposed by participating in the Marquette University Law School Program of Clinics, Judicial Internships and Supervised Fieldwork (“Program”). Program activities (“Activities”) include, but are not limited to, observation; legal research and writing; attending hearings, motions, trials, depositions, and other proceedings; interacting with clients, potential clients, and others; and participating in other related activities connected to the Program. Activities take place at courthouses, municipal buildings, governmental agency offices, offices of organizations that host internships, etc. Participants are responsible for arranging for their own round-trip transportation to and from Activities associated with the Program.

The Undersigned has signed this “Release and Waiver” in full recognition and appreciation of the dangers, hazards, and risks of said Activities, which dangers include, but are not limited to, physical injuries (minimal, serious, or catastrophic) and/or property loss or damage. The Undersigned understands that Marquette does not require Participant to participate in this Program, but Participant desires to do so, despite the possible dangers and risks and despite this Release. The Undersigned submits that Participant is physically able to participate in this Program. Participant grants Marquette permission to administer first aid to and/or to obtain emergency medical treatment for Participant in the event of a medical emergency. The Undersigned agrees to pay for any/all costs of such medical treatment.

The Undersigned therefore agrees to assume and take on all the risks and responsibilities in any way associated with this Program and its Activities. In consideration of, and in return for, services, facilities, and other assistance provided to Participant by Marquette in this Program and its Activities, the Undersigned releases Marquette (and its governing board, employees, and agents) from any and all liability, claims and actions that may arise from injury or harm to Participant, up to and including death, or from damage to or loss of property in connection with this Program and its Activities. The Undersigned understands that this Release covers liability, claims, and actions caused entirely or in part by any acts or failures to act of Marquette (or its governing board, employees, or agents), including but not limited to negligence, mistake, or failure to supervise by Marquette.

The Undersigned recognizes that this Release means that Participant is giving up, among other things, rights to sue Marquette, its governing board, employees, and agents for injuries, damages or losses incurred. The Undersigned also understands that this Release binds Participant and his/her heirs, executers, 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

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