PUBLIC INTEREST/PUBLIC SERVICE PRACTICE COURSE
INTERNSHIP FORM

IMPORTANT: All placements must be approved by the course instructor. Please contact the course instructor before you submit this form to your placement.
NOTE: American Bar Association rules provide that the school may not grant credit for an internship for which a student receives compensation.

Directions: Part I of this form is to be completed by the student. Part II is to be completed by the internship representative.

PART I:

Name of student: ________________________________

Telephone number: ______________________________

Email address: ________________________________

Number of credits student seeks to obtain for the Public Interest/Public Service Practice course (select only one):

☑ Two (2) credit hours.
☑ Three (3) credit hours.

PART II: To be completed and signed by the internship supervisor or the internship’s representative.

Name of placement organization: ________________________________

Street Address: ________________________________

City: ___________ State: _______ Zip Code: ___________

Telephone number: _______________ Fax number: _______________

Email address: ______________________________

Please select only one of the following categories that best describes the internship:

☑ Judiciary (including courts and adjudicatory administrative bodies)
Governmental agency (federal, state or local)

Non-profit agency

(Requires Instructor’s Advance Approval) Private law firm with at least one area of practice that benefits low income or other disadvantaged groups or individuals. Please specify the area(s) of practice in which the student will be assisting:

______________________________

______________________________

______________________________

Dates upon which student is to begin and end summer internship:________________________

What is the minimum number of hours that the student is to work each week? Please select only one of the following categories.

☐ Twenty (20) hours per week.

☐ Thirty (30) hours per week.

Describe the legal tasks with which student is to be engaged.

What percentage of the internship will be devoted to each of the tasks enumerated above?

Name(s) of the attorney-supervisor(s) of the student:________________________

________________________________________________________________________

On behalf of the placement, I certify that the above-referenced student will not be receiving any financial compensation of any kind for the student’s internship for which the student seeks academic credit in the Public Interest/Public Service Practice course.

__________________________
Signature of the person completing form

__________________________ Date:________________________

Name of person completing form (please print)