Course: [LAW 7830] - Summer Externship
Instructors: DeRosa, Comstock
Term: Summer 2016
Credit Hours/Tuition: 2 or 3/$1,000

Prerequisites:
Open to rising second and third year JD students. Note - applicants who wish to extern for a judge through this course (a) may not have already enrolled in Judicial Externship [LAW 7861], and (b) if accepted, may not enroll in Judicial Externship [LAW 7861] at a later time.

Students receiving PIF/Work Study funding for a particular placement may not enroll in this course for the same placement.

Subject Matter of Course:
The subject matter is dependent upon the nature of the placement site and the extern’s educational and career goals. The basic purpose of the course is to provide the extern with an experiential learning setting that is tailored to the extern’s educational needs and career aspirations and that cannot be found at the law school itself.

Teaching Methods:
The student locates a full-time employment setting where he or she will be engaged in law-related activities under the supervision of an attorney supervisor/mentor. The placement may be either domestic or international, and must be with a government agency, non-profit organization, legal department of a corporation or judge’s chambers, and all placements are subject to the approval of the instructor. Placements with private law firms NOT permitted. Note that placement with a federal judge and some other government agencies will be subject to the successful passing of a confidential security clearance and related approval processes.

Required Writing:
Weekly journal entries (each entry to be approx. one page in length, double-spaced) sent by e-mail to the instructor.
Completion of a 20 page (3 credits) or 15 page (2 credits) paper on a topic relating to the subject matter of the placement.

Other Course Requirements:
- The extern arranges for an appropriate placement.
- The extern attends mandatory meeting with instructor prior to the commencement of the externship.
- The extern performs law-related activities full-time (minimum 240 hours for 3 credits, 160 hours for 2 credits) under the supervision of an attorney who will act as the placement supervisor.
- The placement supervisor discusses with the instructor at the beginning of the summer the specific types of assignments, duties and activities planned for the student.
- The placement supervisor provides ongoing mentoring, as well as oral and written feedback on student’s work assignments.
- The placement supervisor completes a written mid-summer and end-of-summer evaluation of student’s work.
**Evaluation of Extern Work:**
S-U. Although no letter grade is provided, the extern must satisfactorily meet all requirements of the course. The extern will be closely supervised at the placement and on at least two occasions during the summer will have a formal critique provided by his or her placement supervisor. Grade will appear on student’s transcript at the end of the following fall semester.

**Enrollment:**
The course is limited to 40 students per summer. Application for admission to the course must be submitted by Friday, April 15, 2016, and only applications from students who have secured a placement will be considered. Accepted students will be notified by an e-mail from their instructor. Preference will be given to students in the Class of 2018 and financially needy students in the Class of 2017 who cannot qualify for summer work-study funding. Accepted students wishing to drop the course without penalty will have until NOON on Friday, May 6, 2016 to do so. Following this deadline, dropping the course will result in a “W” being noted on the student’s transcript and there will be no refund of tuition.

Please note that, depending upon the location of the externship, travel may be required which will neither be arranged nor paid for by Cornell Law School.
APPLICATION FOR CORNELL LAW SCHOOL
SUMMER EXTERNSHIP PROGRAM - COURSE [7830]

STUDENT NAME:

E-MAIL ADDRESS:

OTHER SUMMER CONTACT INFORMATION:

NAME OF SUMMER EMPLOYER:
(Note - written offer of employment from employer must accompany this application. Incomplete applications will not be considered)

ADDRESS OF SUMMER EMPLOYER:

NAME AND TITLE OF SUPERVISOR AT EMPLOYER LISTED ABOVE:

E-MAIL ADDRESS AND PHONE NUMBER OF SUPERVISOR:

DATE ON WHICH EXTERNSHIP WILL COMMENCE:

DATE ON EXTERNSHIP WILL CONCLUDE:

NUMBER OF CREDITS SOUGHT:
☐ 2 (Minimum - 160 Hours of Work)
☐ 3 (Minimum – 240 Hours of Work)

DO YOU QUALIFY FOR WORK STUDY FUNDING?

I have read and understand all course requirements as set forth in the course description.

Sign:
Date:

PLEASE RETURN THIS APPLICATION TO LISA CARBERRY IN THE CAREER SERVICES OFFICE NO LATER THAN FRIDAY, APRIL 15, 2016