

SPRING 2019 LEGAL EXTERNSHIP REGISTRATION INFORMATION

First-Time Externs – Required Seminar:

- If you are a first-time extern, you are required to participate in a 1-credit graded seminar alongside your externship in the field. This seminar requires attending and actively participating in 4 in-person group sessions and engaging in out-of-class reflective exercises. Please see below for your options (note that you must choose a seminar that aligns with your placement type):

| Sector Specific In-Person Session Options | Faculty | Day of Week | Session Dates | Time | Room |
|---|-----------------|-------------|-----------------------|--------------------|------|
| <p style="text-align: center;">Lawyering in the Public Sector <i>For students externing with nonprofits, government agencies and PD/DA's.</i></p> <p>The world of public sector lawyering is large, diverse, and ever-changing. Together we will think critically and reflectively about what it means to pursue the public good and focus on some of the key skills for success. We will also examine how the type of lawyer we want to be relates to our personal lives, our identities, our values, and our practice.</p> | Alexi Freeman | Tuesday | 1/15, 2/12, 3/5, 4/9 | 4:15 pm to 5:30 pm | TBA |
| <p style="text-align: center;">Lawyering in the Private Sector <i>For students externing at a private firm or judicial chambers.</i></p> <p>This seminar will explore core skills for navigating the unique demands of private practice, covering theory and practical techniques that will prepare you for success in a client-focused environment. Together we will reflect on what it means to be an ethical and competent lawyer in the private sector.</p> | Kristen Hulse | Wednesday | 1/16, 2/13, 3/6, 4/10 | 4:15 pm to 5:30 pm | TBA |
| <p style="text-align: center;">Corporate Externship Placements</p> <p>The Corporate Externship Seminar gives students a chance to explore the practice of law from the perspective of an in-house counsel as well as the business and lawyering skills essential to representing the internal corporate client. Topics will include the modern role of in-house counsel, managing outside counsel, learning business, communicating effectively in a business setting, collaborating with a legal team, and solving problems to advance the client's strategic objectives.</p> <p>If you are doing an externship for the first time and it is a Business/ Corporate placement you MUST take this seminar. If you are participating in the CAP program you are also required to take the seminar, unless you have specifically taken the Corporate seminar previously.</p> | Kristen Hulse | Wednesday | 1/16, 2/13, 3/6, 4/10 | 6:00 pm to 7:15 pm | TBA |
| <p style="text-align: center;">Cannabis Specialty Externship Program</p> <p>The seminar will address topics specific to the practice of law in the cannabis industry including insurance for cannabis operations and exploring insurance coverage issues, products liability issues such as failure to warn, design & manufacturing defects, and fitness for use, and compliance and regulations.</p> | Colleen Scarola | Thursday | 1/17, 2/14, 3/6, 4/10 | 4:15 pm to 5:30 pm | TBA |

- The online sign up for the in-person sessions will “go live” and be emailed **at 8:00 am on November 26** to all students who have uploaded their [signed acceptance form](#) to their CORE accounts on or before **November 19** (the priority registration deadline). You will not receive the link if you have not yet uploaded your form. Sign up is first come, first serve.

Submitting your Signed Acceptance Form to CORE:

- Click on Scheduling/Research Center
- Type your supervisor’s name in the search box at the top
- Click view next to your supervisor
- Click Submit Through Site Prospector on the right-hand side
- Fill out the required fields and attach the form

Supervisor not in CORE Database:

- Your supervisor must submit an application **ONLY IF** they are not currently in our database. The application is here, <https://rxpreceptor.com/signup/p/?UDenver>, and is accessible with the code SUPERVISINGATTORNEY. This must be submitted by **the priority and/or rolling deadlines as well**. Note: all supervisors must be licensed to practice law for at least 5 years. Non-lawyers must have worked for at least five years in the relevant field.

First-Time Externs – Required Orientation:

- All first-time externs are required to attend orientation **on January 3, 2019 from 9:30 to noon in Law 180** as part of the required 1 credit seminar.

Repeat Externs:

- Repeat externs include students who have successfully completed one externship and one corresponding seminar (this would include students who are currently enrolled as fall externs, for example). Thus, you are exempt from any future seminars after one externship, but will engage in ongoing reflection as required by the ABA; you will receive a syllabus with detailed info at the onset of the semester.

Repeating at the Same Externship Placement:

- If a student wants to repeat an externship at the same placement, the Supervisor must submit a brief memo (via email to externships@law.du.edu is fine) how the externship will be substantially different and provide additional educational value with a second semester.
- Students are generally limited to two paid or unpaid externships for credit with the same placement. However, allowances for additional paid or unpaid externships with a placement may be permitted in limited circumstances. Email externships@law.du.edu to schedule a meeting to secure preapproval.

Registering for Credits Via Banner:

- To enroll for the fieldwork component of the externship, waitlist for Externship (L5025). To enroll for the seminar (if required), waitlist for Externship Seminar (L5031). CRN #s are available on the spring schedule on the Registrar’s website. Once your paperwork is in and you sign up for a seminar, if required, we will remove you from the waitlists and register you. **Do not contact the Registrar regarding externship registration.**

Paid Externships

- Denver Law permits students to receive pay and credit simultaneously. Please visit the [Paid Externships](#) portion of our website for the processes you must follow for approval and email externships@law.du.edu to set up a pre-approval meeting.

Externs Seeking 5 or 6 Field Credits

- If you fall into either of these categories, email externships@law.du.edu to secure preapproval.

Student Practice Rule

- If you have 60 credits by the start of the spring semester and are working at a qualified nonprofit or governmental agency, you can be certified under the Student Practice Rule. Complete this [Student Practice Rule form](#) and submit it to our office, signed, via email or in person. **Do not submit it to the Registrar’s office or the Dean’s Suite.** It can take up to 2 weeks to process. Please plan in advance!