

SUMMER 2021 LEGAL EXTERNSHIP REGISTRATION INFORMATION

Registering for an Externship/Securing a Supervisor:

- To register for an externship you must submit a fully executed [acceptance form](#) (signed by you and your supervisor) to **CORE** by the **priority and/or rolling deadlines**. This form is now a fillable PDF and we will accept electronic signatures.
 - Priority deadline for Summer 2021 is April 26th (last day of classes)
 - Registrations will be accepted on a rolling, space-available basis until May 7th
- To submit your acceptance form to CORE:
 - Log into CORE and 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 to Site Prospector on the top
 - Fill out the required fields and attach the form
- If your supervisor is not currently in our database, your supervisor must also submit an application. The [supervisor application](#) is accessible with the code SUPERVISINGATTORNEY. **This application, if needed, must also be submitted by the priority and/or rolling deadlines.** 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. If you are not sure whether your supervisor is already approved, visit our [database](#) and run a search for the name.
- You should also waitlist for Externship (L5025) and, if required as described below, waitlist for Externship Seminar (L5031). CRN #s will be available on the summer schedule on the Registrar's website. We will remove you from the waitlists and register you once everything is submitted and approved by us. **Do not contact the Registrar regarding externship registration.**

Externship Field Credits

- You can do an externship for 2 to 6 credits during the semester. You work 50 hours for each academic credit, with the exception of a first time extern doing a 2 credit externship – this requires 55 hours of work for each credit. If you are doing Semester in Practice, these limits are different.

Drop/Add Deadline

- The 100% drop/add deadline for summer credits is currently set for June 8, 2021 and we can drop your externship field credits at no penalty through that date.

First-Time Externs – Required Seminar:

- If you are a first-time extern, you are required to participate in a 1-credit graded seminar that aligns with your placement type in addition to your externship in the field. This seminar requires attending and actively participating in a certain number of group sessions and engaging in out-of-class reflective exercises.
- You can waitlist for the General 1st Time Extern Seminar under CRN 1018. We will email a link to sign up for a specific seminar (listed below) **at 8:00 am on April 28** to all students who have uploaded their [signed acceptance form](#) to their CORE accounts on or before **April 26** (the priority registration deadline). You will not receive the link if you have not uploaded your form. Sign up is first come, first serve. Registrations submitted through the rolling deadline of May 7th will be sent the seminar sign-up link after the registration is processed.
- When the semester begins you will receive a syllabus from an externship faculty member outlining your requirements for the program.

TENTATIVE SUMMER SCHEDULE – (CLASSES WILL BE TAUGHT VIA ZOOM)

Sector Specific Seminar Options	Faculty	Day of Week	Session Dates	Time	CRN
<p>Practice-Readiness for the Modern Legal Profession <i>For students externing in the private sector (at a law firm or with in-house counsel).</i></p> <p>What does “practice-readiness” mean in the current legal landscape, and how can you build and demonstrate such competency through your field placement? This seminar will focus specifically on success factors for learning, development, and building professional relationships in law firms and in-house. Together we will examine research-backed interpretations of practice-readiness and the concept of legal professional identity, connecting data to skills and behaviors that will set the stage for a self-directed and sustainable legal career.</p>	Kristen Hulse	Tuesday	6/8, 6/22, 7/6	4:30 pm to 6:00 pm	1004
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<p>Professional Identity Formation: Earning Your Lawyer Badge <i>For students externing at a private firm or in judicial chambers.</i></p> <p>An exploration of lawyer professional identity. Introduces students to concepts of professional role, identity, and practice for lawyers. The course seeks to contextualize your fieldwork experience within an academic framework and assist students in beginning to cultivate a reflective mindset about professional life in the law and to develop the habits needed to exercise sound professional judgment as lawyers.</p>	Ryann Peyton	Tuesday	6/8, 6/22, 7/6	5:00 pm to 6:30 pm	1010

<p>Lawyering in the Criminal Justice System <i>For students externing with PD/DA, US Attorney, and municipal or city prosecution or defense.</i> Working within the criminal justice system brings its own unique benefits, challenges, and dynamics. Prosecutors and public defenders both have immense responsibility, and immense privilege, even though the work looks and feels very different when you're in it. Together, we will take look at these roles, work through tough questions, and help you figure out your identity within them.</p>	Alexi Freeman	Wednesday	6/9, 6/23, 7/7	4:00 pm to 5:30 pm	1006
<p>Lawyering in the Public Sector <i>For students externing with nonprofits, government agencies and PD/DA.</i> 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	Wednesday	6/9, 6/23, 7/7	5:45 pm to 7:15 pm	1007
<p>Developing the Lawyer <i>For students externing in the public sector or judicial chambers.</i> This seminar is designed for individuals with at least 1-2 years of professional work experience prior to law school. This seminar will focus on the skills, competencies, and values you bring with you and how they apply to the legal profession in your externship placement as you begin formation of a new professional identity. This identity transformation focus will be grounded in each student choosing a biography/memoir/autobiography of an aspirational attorney to read, use, and present upon throughout the semester.</p>	Chris Newman	Wednesday	6/9, 6/23, 7/7	5:00 pm to 6:30 pm	1008
<p>Fundamental Lawyering Skills <i>For students externing in the public sector or judicial chambers.</i> This seminar is designed for individuals who have less than 1-2 years of professional work experience prior to entering law school. This seminar will focus on fundamental skills, personal values, and professional competencies necessary to succeed in legal practice with a focus on the public sector. We will reflect on these skills, values, and competencies and navigate the development of your own identity as a lawyer to inform you current field experience and promote your entrance into the legal profession.</p>	Chris Newman	Thursday	6/10, 6/24, 7/8	7:00 pm to 8:30 pm	1009

First-Time Externs – Required Orientation:

- All first-time externs are required to attend orientation **on May 21, 2021 from 9:00 to noon, via Zoom** as part of the required 1 credit seminar.

Externs Working More than 60 Miles from Denver:

- If your externship is more than 60 miles from Denver, you **will** sign up for one of the seminars listed above as all seminars will be taught via Zoom.
- If you are working internationally, email externships@law.du.edu to secure preapproval.

Externs Seeking 5 or 6 Field Credits

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

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 spring externs, for example, or students who did an externship in an earlier semester through our program). Thus, you are typically exempt from any future seminars after one externship (with the exception of participation in certain specialty externship programs, which will require a seminar), 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 on how the externship will be substantially different and provide additional educational value with a second semester. Instruct supervisors to send this justification via email to externships@law.du.edu.
- 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.

Paid Externships

- Denver Law permits students to receive pay and credit simultaneously. The externship office will contact you and/or your supervisor if we have any questions about your paid externship.

Student Practice Rule

- If you have 60 credits by the start of the summer 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 to lstele@law.du.edu. 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!