

Clinical Program Registration Instructions:
IN-HOUSE CLINICAL PLACEMENT FOR FALL 2018 OR SPRING 2019

YOU MUST APPLY IN THE SPRING OF 2018. Applications are due by **Monday, March 19, 2018 by 5PM.** Print and bring to Room 3072 – emails NOT accepted.

Requirements:

1. **Hours completed.** As a general rule, second- and third-year students may enroll in in-house clinics and clinical externships. However, some in-house clinics are limited to third-year students. See the attached Clinic Matrix for clinic-specific information. Some externship placements only accept third-year students. Pro Bono events are open to all students who have completed their first semester in law school.
2. **Prerequisites.** Please check the attached Clinic Matrix to determine whether a particular clinic lists course prerequisites or co-requisites, and to check the class times for conflicts.
3. **Statement of Interest and Resume.** A statement of interest is required as part of the application process. This should be submitted with your registration form as well as your resume. Instructions are included on the form.
4. **Dual enrollment.** Students may **not** enroll in more than one clinic or externship in the **same semester.** Students may enroll in more than one clinic or externship during law school. Students may not apply more than twelve (12) externship credit hours towards graduation.
5. **February Bar:** You may **not** take a clinic and take the February bar. You may take the bar while are doing an Externship or do Pro Bono Clinics if you have finished your 40 hours before the bar deadline.
6. **Mandatory Swearing in and Orientation:** Are available for both/either: Fall Clinic: Friday, August 17, 2018 and Spring 2019 clinic: Friday, January 18th (dates subject to change).

Registration process

In-house clinics. Students register for all in-house clinics for Fall and Spring by completing the Clinical Programs Registration Form and submitting the form to Jennifer Painter in room 3072. Students may request up to four placements, in order of preference. Registration forms are due by Monday, March 19, 2018, by 5:00pm.

Students are assigned to in-house clinics by the Associate Dean and clinic staff, in consultation with clinic professors. The assignment process takes into consideration student preference, whether the student has previously enrolled in an in-house clinic, the number of slots available in each clinic, and the student's statement of interest. Students will be notified before registration opens of their clinic assignment and will be enrolled in the clinic by the Registrar. If you decide to decline enrollment in the clinic, please notify Jennifer Painter immediately at painter@olemiss.edu so that students on the waiting list can be enrolled.

Clinical externships. Students apply for participation in the externship program by completing the Externship Application available on the Law School Clinical Programs web site under "Clinical Externships/Students." Interested students should contact Professor Sinha if they have questions: hsinha@olemiss.edu.

Tax Clinic (rolling basis). Students may apply for the Spring 2019 class on a rolling basis. If you do not submit an application during this enrollment process by March 19, you will need to contact Professor Donna Davis directly. You may **not** enroll yourself – enrollment is with the permission of Professor Davis. Students may **not** enroll in the Tax Clinic in the same semester as another clinic.

Pro Bono Initiative (rolling basis). Registration application **not** required. Pro Bono Initiative events are announced throughout the year. Students may sign up for an event by contacting OleMissProBono@gmail.com.

Clinical Programs: Registration Form

Name: _____ Student ID number: _____

Ole Miss Email: _____ Cell: _____

Requirements (please check when completed):

Resume, Statement of Interest included? See more details below.

Pre- and Co-Requisites: Confirmed required pre/co- requisites have been satisfied. See Matrix below.

Class times: Are available for the class times listed for the clinics for which you are applying.

Mandatory Swearing in and Orientation: Are available for both/either: Fall Clinic: Friday, August 17, 2018. Spring 2019 clinic: Friday, January 18th, 2019.

February bar 2019: Please check if taking; otherwise, leave blank

If you apply for an Externship after you apply for an in-house Clinic, you will notify Celeste in the CP Admin office as soon as you apply for the Externship.

If you are accepted into an in-house clinic and later decide to drop in favor of an Externship, you will immediately notify Jennifer Painter or Debbie Bell in the CP Admin office.

Number of hours you will have completed by Fall 2018: _____

Year in law school beginning Fall 2018: _____

Are you currently enrolled in an Externship? ___*Yes ___No *If yes, what semester? _____

Are you currently pursuing an Externship? ___Yes ___No.

Please list any clinics you have previously taken: _____

Were you sworn in for Limited Practice? ___Yes ___No

I am applying for: Fall 18 only ___
Spring 19 only ___
Fall 18 or Spring 19 ___
Tax Clinic Spring 2019 only ___

I would like to register for the following clinics (in order of preference):

1. _____
2. _____
3. _____
4. _____

By signing below, you confirm that you have read all instructions, requirements, confirmed you have no conflicts, and have included all required documentations.

Signature: _____ **Date:** _____

****You must submit this form, statement of interest, and resume to Carol Mockbee or Celeste Sherwood in Room 3072 by Monday, March 19, 2018 by 5:00pm.****

Statement of Interest

Instructions

In a brief statement (no more than one page or 300 words, whichever is shorter), please explain why you are interested in enrolling in a clinic. Your statement may be general – applying to all clinics you have listed – or you may add information specific to one clinic. You may wish to consider the following questions in your statement, though you need not answer all of them:

- a. What do you hope to learn from participation in a Clinic? Feel free to reflect on personal learning goals, career plans, skills you hope to develop, etc.
- b. Is there anything else you would like the Clinic faculty/staff to know—relevant experiences, specific skills, courses taken in law school or elsewhere—that might assist them in conducting the selection process?

