

Golden Gate University School of Law

Clinical Legal Education Program Student Handbook

Student Handbook

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I. Educational Objectives & Structure of the Clinical Program

A. Objectives and Learning Outcomes

The Clinical Program at Golden Gate University School of Law offers students course credit for direct legal experience with clients, practicing lawyers, and judges in a supervised setting. Participation in this program differs from paid legal work available to students, both in the level of supervision provided, as well as the provision of classroom instruction in conjunction with the placement. Instructors monitor the quality of the clinical experience and ensure that the clinics are integrated with the other parts of the law school curriculum. Clinics expose students to diverse legal assignments at each placement, with a level of responsibility not typically available to students. The educational value of this program is enriched by the combined instruction and supervision by law school faculty, individual instructors, and field supervisors.

The goal of our clinical programs is to better prepare students to practice law and work effectively in a legal setting. Students will also expand their legal network.

Upon completion of a clinic or externship course, students will be able to demonstrate:

1. A solid understanding of law office cultures and expectations;
2. The ability to identify and understand professional responsibility issues and professionalism values in the context of a legal office setting;
3. Legal skills (specific to those used in their clinic or field-placement office);
4. The ability to apply legal skills in context, including legal research and writing, legal fact-finding, creative problem-solving, and--depending upon the nature of their clinic or law firm/agency work--client interviewing, client communication, oral advocacy skills etc.;
5. Excellent time management skills; and
6. The ability to market their unique set of skills and perform professionally in job interviews.

B. Overview of Clinical Opportunities

1. In-house Law Firm Clinics

The Environmental Law and Justice Clinic (ELJC) and The Women's Employment Rights Clinic (WERC) are law firm clinics which operate on school premises, with participating students performing the bulk of their work in the clinic offices, under the supervision of full-time faculty.

2. Other In-House Clinical Opportunities

The Pro-Bono Tax Clinic provides students with the opportunity to assist low-income individuals in certain tax disputes before the California Board of Equalization ("BOE").

The Honors Lawyering Program (HLP) Summer Law Firm trains HLP students to advocate for poor clients in a variety of settings.

3. Externship Clinics

The law school offers a number of externship clinics in which enrolled students perform supervised work at outside firms, companies, government agencies, or organizations.

4. Judicial Externship Program

Students work in selected courts under the supervision of a judge or research attorney.

5. Street Law

The law school collaborates with USF School of Law to offer students the opportunity to teach a 12-week course in basic law and procedure to local high school students. Street Law students

participate in weekly seminars where they are trained in substantive law and are able to reflect on their high school teaching experience.

C. Note on Nomenclature

Clinics are defined as courses in which students perform legal work and assist with cases under supervision of licensed attorneys and professors. The term “*clinic*” thus refers both to the law school's in-house clinics *and* to our externship clinics. A “*judicial externship*” refers to working with the staff of a judge or court, where students assist in performing the work of judicial law clerks or staff attorneys. Golden Gate follows the practice of most courts and law schools, using the term “*clerkship*” or “*judicial clerkship*” to refer to a post-law school paid position, in which qualified law graduates work for a particular judge or court for a year or two after graduating from law school. Some law firms use the terms “*clerkship*,” “*law clerk*,” or “*summer associate*” to refer to a paid position, either full-time during the summer or part-time while in law school. ABA standards prohibit awarding academic credit for paid work.

D. Educational Components of the Clinics

Each clinic includes three educational facets: a carefully supervised practice experience; a classroom component; and an opportunity to receive faculty review of student research and written work.

1. Supervised Practice Experience and Hours Required

Students must work a minimum of 45 hours per unit in each externship clinic. For example, a 3-unit clinic would require 135 hours (approximately 10 hours of clinical work per week) during the 14-week semester. Since the summer session is only 7 weeks long, the amount of time devoted each week to summer clinical work would be greater. For example, the 135 hours required for a 3-unit summer clinic would translate into approximately 20 hours of work per week. The hours spent in the classroom component of an externship clinic do NOT count toward the requirement of 45 hours of work per unit.

Site visits: The instructor overseeing the clinic and/or the Director of Externship Programs will visit each placement periodically to evaluate its suitability for a law student's clinic experience.

2. Classroom Work

Each clinic includes a classroom component or seminar, meeting throughout the term. (In some clinics, the classroom component may also be met by concurrent enrollment in a related seminar.) At the instructor's discretion, class meetings may be supplemented by individual sessions. All participating students must enroll in the appropriate seminar or clinic course offered that semester in order to receive academic credit for their work experience.

The classroom component is designed by the instructor and approved by the Curriculum Committee. The classroom component is designed to serve a variety of purposes. For example, it may serve as an advanced course in the substantive areas of the law in which the student is working. It also serves as an opportunity for the student's “guided reflections,” per ABA standard 305(e)(7), to consider and discuss questions of justice and broad legal issues raised by the legal work the student performs. Class discussion may involve ethical issues arising in the student's fieldwork, issues of gender, sex, or race bias in the context of the student's placement, or materials presented by guest lecturers. Readings from assigned texts or articles may be required. The classroom component also is intended to provide an opportunity for students to discuss issues that arise in the clinical setting.

3. *Written Work*

Students complete written work as part of the clinical placement. It is anticipated that virtually all clinical placements will require that the student complete written work within the placement itself (e.g., briefs, draft opinions, memoranda, motions). Externship Clinics require the submission of students' work product as directed by the instructor, unless the field supervisor does not allow outside circulation of such materials to protect workplace confidentiality. In such a case, individual arrangements will be made between the instructor and the field supervisor to ascertain whether the quality and quantity of the student's written work is satisfactory.

In addition to written work performed at the placement, the instructor, at his or her discretion, may require work logs, journals, brief seminar discussion papers, or other assignments. Written evaluations from both the student and the field supervisor are required at the mid-point and end of the semester.

E. Approval of New Clinical Programs

No clinical program may be instituted unless it has been approved in the manner prescribed by the faculty. Ordinarily, a recommendation by the Curriculum Committee, followed by full faculty approval, is required for instituting a new program or substantially altering an existing one. The law school will not accept for transfer any credits from a law school clinical program that does not meet the standards adopted by the faculty.

II. Procedures & Policies

A. Eligibility

Enrollment in clinic courses is limited in number, and consent of the instructor, or the Director of Externship Programs, is necessary. Students must have completed 40 units to enroll in a judicial externship. Students must have successfully completed 29 units to enroll in all other clinic courses. Part-time students who have completed one year of law school may seek permission from the Director of Externships to enroll in a clinic. See individual course descriptions for additional prerequisites. Clinic students must be in good academic standing. Students on academic probation must seek permission from the Dean or Director for Student Services to apply to a clinic.

B. Course Credits

1. General Information

A student may enroll in only one clinic course per term. No student may receive more than a total of 13 units during law school for any combination of clinic courses. Courses that count toward this unit limitation include all externships, clinics, and the *Street Law* course.

2. Judicial Externships

Students may enroll in the judicial externship program for 2-13 units.

3. In-House Clinics

Students may enroll in either ELJC or WERC, the in-house law firm clinics, for 1-3 units. As a co-requisite, both clinics require students to simultaneously enroll in the clinic seminar: **ELJC seminar (Law 834G, 3 units); or the WERC seminar (Law 885S, 3 units).**

4. Externship Clinics

Students may enroll in externship clinics for 2-4 units per term, unless otherwise noted. **First-time externship students are encouraged to enroll for at least 3 units in order to get the maximum benefit from their experience.** Students who have completed 40 units and have a grade point average of 2.5 or better may petition the externship instructor for a fifth unit.

The externship clinics have specific requirements in addition to those set out in this Handbook. The student is required, for example, to submit an agreement, signed by both the supervising attorney and the student extern to the instructor for approval. Externship students are also required to complete evaluation forms twice during the semester and to ensure that their supervising attorney does the same. Dates may be specified by the instructor for meeting any additional requirements. Students should check the “Descriptions and Prerequisites” section of this Handbook, below, to determine the placement requirements of the clinic in which they are interested.

C. Grades

All clinics are graded on a CR/NC basis, except for the two in-house law firm clinics, *the Environmental Law & Justice Clinic and the Women’s Employment Rights Clinic*. For clinics which require concurrent enrollment in a seminar, e.g. *the Environmental Law and Justice Clinic*, the seminar will be graded with a letter grade, unless the student submits the Election for Credit/No Credit form to the registrar by the last course meeting. Courses which combine the seminar and clinic components, e.g. the externship clinics, will be graded CR/NC.

D. Finding a Placement

All in-house clinics, ELJC, WERC, Pro-Bono Tax Clinic and the HLP Summer Law Firm)

Students must apply, obtain consent of instructor, and enroll in the clinic. For students in these clinics, the instructors also serve as the student's direct supervising attorney(s) and will assign the student's casework.

Externship Clinics

It is important to seek assistance well in advance of the beginning of the semester to secure a position that will best suit the student's goals. Once the clinic begins, the student's work assignments will be provided by the student’s direct supervisor.

Note: All externship supervisors must be licensed attorneys employed by the externship agency, court, or firm.

a. Capital Post-Conviction Defense, Family Law, Homeless Advocacy, and Real Estate Clinics: in each of these clinics, students work at placements selected by the instructor.

b. Civil Field Placement Clinic and Criminal Litigation Clinic: students may find their own placements or seek help from Law Career Services (LCS) or the Director of Externships to find an approved placement.

c. Environmental Law Clinic: students should contact LCS or Professor Alan Ramo for help in finding an approved placement.

d. Judicial Externship: students should contact LCS and/or the Judicial Externship instructors who will work with the student to locate an appropriate position.

E. Application, Enrollment & Registration

In-house clinics publish their application procedures in Law School News and in the course scheduling notes. For all externship clinics, students must submit an application form and a resume to the relevant instructor or faculty assistant. Application forms for the *Judicial Externship* and *Externship clinics* may be found at the end of this Handbook and on the Registrar's website. The student must enroll during priority registration for a clinic course to be assured a spot. Registration deadlines are the same as for any other course. Even though instructors must approve placements, students should enroll in the course in a timely fashion, pending instructor approval.

F. Repeating a Clinic

1. *In-house law firm clinics ELJC and WERC:* Students may repeat either ELJC or WERC clinics for 1-3 units, with the consent of the instructor. Continuing students do not repeat the seminar portion but may be required to attend case discussions.
2. *Pro-Bono Tax Clinic:* consent of instructor is required to repeat this clinic.
3. *Honors Lawyering Program Summer Law Firm:* this clinic is open only to HLP students and may not be repeated.
4. *Externship clinics (including Judicial Externships):* Students may repeat enrollment in these clinic courses with the consent of the instructor. Whether or not repeating students must attend all class meetings of the course seminar is up to the individual instructor. All other course requirements apply to repeating students
5. *Street Law:* Students may only enroll in this course once.

G. Prohibition on Compensation

ABA standards prohibit awarding academic credit for paid work. In limited circumstances, students may receive reimbursement for work-related out-of-pocket expenses, depending on the policy of the clinic or placements. Note that the prohibition on compensation includes work-study, public interest work-study, Public Interest Law Foundation grants, and Equal Justice Works grants. Any questions about this rule should be directed to the instructor or the Director of Externship Programs.

Under limited circumstances, described below, students may seek approval from the Director of Externship Programs to accelerate the externship experience in order to take advantage of an offer for paid employment at the same workplace.

The opportunity to accept paid employment at the same workplace is only available under the following circumstances:

1. The student must have worked at the externship for at least 10 weeks during a fall or spring semester or 7 weeks during a summer term.
2. The student must have completed all course requirements within the above timeframe, including hours, research and writing assignments, journals, evaluations and class attendance. Note: under no circumstances are students permitted to split a week and work some days for credit and some for pay: the clinic work hours must all be completed first.
3. The supervising attorney must provide written acknowledgement that the student has completed hours and work assignments.
4. Approval must be granted by the Director of Externship Programs.

II. Descriptions & Prerequisites

A. In-House Law Firm Clinics

Environmental Law & Justice Clinic (Law 834C, 1-3 units)

The Clinic focuses on addressing environmental justice issues by assisting low-income communities and people of color who are disproportionately impacted by environmental burdens, and working on policy matters to remediate instances of environmental injustice. Students work on real environmental cases that serve these communities by interviewing clients, developing case strategies, drafting legal documents, conducting discovery, and making presentations at proceedings. Students must be certified by the State Bar of California and have completed or concurrent enrolled in Evidence. Students should also have completed an environmental law course or have the permission of the instructor. Special scheduling arrangements are made on a case-by-case basis for night students.

Students are required to devote 10.5-17 hours per week to clinic work, for which the student will receive 1-3 units of academic credit. **Students must also enroll in the Environmental Law & Justice Seminar (Law 834G, 3 units).** Students who wish to enroll in the Clinic should submit a letter and resume to Professors Helen Kang and Deborah Behles by the deadline date published in the course schedule. Later applications will be considered if space permits. ELJC offices are located at 62 First Street, Suite 240 and will move to the 5th floor of Jessie Street as of spring 2010.

See announcements in Law School News for additional application instructions.

Term: This course is generally offered every fall and spring. Continuing students may enroll for the summer term.

Prerequisites: Evidence (or concurrent enrollment). Recommended: Environmental Law and Policy (or concurrent enrollment).

Women's Employment Rights Clinic (Law 885B, 1-3 units)

WERC students handle real cases, representing low-income workers in various types of employment disputes, including unpaid wages, unemployment insurance appeals, family and medical leave, and many types of discrimination claims (sex, race, sexual harassment, disability, pregnancy, and national origin/language discrimination). Students assist many individual clients during the semester and may also have the opportunity to work with a team on complex litigation.

Students are required to devote 10, 12.5 or 15 hours per week to clinic work, for which students receive 1, 2, or 3 units of academic credit, respectively. **Students must also enroll in the Women's Employment Rights Seminar (Law 885S, 3 units),** a class that meets twice weekly and combines skills training and substantive employment law topics. Whenever possible, special scheduling arrangements are made on a case-by-case basis for night students who want to participate in the clinic.

WERC provides an excellent opportunity for any students interested in getting hands-on client experience and for those interested in working with low-income clients from diverse backgrounds. Students with fluency in Spanish or Cantonese often have the opportunity to work with non-English speaking clients.

Applicants should submit a cover letter and resume to Professors Marci Seville and Hina Shah by the deadline date published in the course schedule. Later applications will be considered if space permits.

WERC offices are located at 62 First Street, Suite 240 and will move to the 5th floor of Jessie Street as of spring 2010.

See announcements in Law School News for additional application instructions.

Term: This course is offered every fall and spring.

Prerequisites: Satisfactory completion of all first year courses and Evidence. Students may also apply if concurrently enrolled in Evidence.

B. Other In-House Clinical Programs

Pro Bono Tax Clinic (LLM 306, 1-2 units)

The Pro Bono Tax Clinic provides students with the opportunity to assist low-income individuals in certain tax disputes before the California Board of Equalization ("BOE"). Under the direct supervision of a BOE attorney, the students provide legal assistance to taxpayers with claims involving Renter's Assistance Credits, California residency issues, and Head of Household status, among other issues. The students meet regularly with a BOE attorney on campus who instructs them in the relevant law and assists them in the development of their clients' factual and legal arguments. The students draft procedural letters, legal memoranda and briefs that are submitted to the BOE. Students may also have the opportunity to argue the client's case at a BOE hearing. This course is graded Credit/No Credit.

Term: This course is generally offered every term.

Prerequisites: Federal Income Tax or Tax Characterization (Offered through the LLM in Taxation Program.) JD students seeking to enroll must obtain the approval of the program director.

Honors Lawyering Program (HLP) Summer Law Firm (HLP Skills Lab) Law 809B (2)

Under the direct supervision of practicing attorneys, students provide housing law advocacy for clients from local non-profit agencies, including the AIDS Legal Referral Panel, the Homeless Advocacy Project, and/or the Tenderloin Housing Clinic. Students may conduct investigation, draft demand letters, negotiate settlements, and represent clients in court.

Term: Summer

Prerequisites: This course is open only to students in the Honors Lawyering Program (HLP).

C. Externship Clinics

Full course descriptions may be found in the Student Handbook and on the Registrar's website.

Enrollment in all externship clinic courses requires instructor approval. The Course Schedule for each term provides instructor contact information.

Externships: Capital Post-Conviction Defense Clinic (Law 896J, 3-4 units)

The Capital Post-Conviction Defense Clinic introduces students to the representation of indigent defendants challenging their convictions and death sentences on direct appeal and through habeas corpus proceedings in the California Supreme Court. Clinic students attend a mandatory weekly seminar and work on capital cases at the California Appellate Project, a non-profit legal resource corporation serving the largest population of condemned individuals in the country. Students assist private counsel appointed to represent indigent death row inmates with the research and drafting of pleadings, the investigation of claims, and by collecting and preserving evidence for their post-conviction claims. CAP is located close to Golden Gate University, at 101 Second Street, Suite 600. The seminar topics, reading materials, and class discussion serve as background to the tasks that students perform at CAP. These tasks may include:

collection of life history documents; preparation of litigation outlines and chronologies; review of trial testimony, witness statements, and police reports for discrepancies; evaluation of crime scene evidence; researching and drafting of office memoranda and resource materials on various topics for panel attorneys; and drafting of appellate arguments and habeas corpus claims. In addition, CAP student externs are encouraged to attend oral arguments, participate in litigation meetings, and visit a client on death row.

Term: This course generally is offered every fall and possibly more frequently.

Prerequisites: None.

Externships: Civil Field Placement Clinic (Law 896A, 2-4 units)

Students find placements, or work with the instructors to locate appropriate placements, in private or non-profit law offices, government agencies, or business legal departments as law clerks, working on civil litigation or engaging in transactional work. Students may work in a wide variety of areas such as civil rights, corporate law, entertainment law, family law, intellectual property law, international law, and personal injury law.

The Civil Field Placement Clinic is offered for 2-4 units. The seminar will meet at least seven times per semester, or 5 times in the summer session. The purpose of the seminar is to provide an opportunity for reflection and learning from other students to strengthen the placement experience. Students are required to complete timesheets and answer journal questions. Attendance at the seminar and the placement is mandatory.

Students must register, submit the Externship Clinic Application form, and include a current resume. Students should contact one of the instructors as early as possible to inform them of their placements or to discuss a plan for finding an appropriate placement. Students who seek placements that are within the jurisdiction of other clinics will be referred to those clinics.

Terms: This course generally is offered every term.

Prerequisites: Some placements may have specific prerequisites, e.g. Evidence or Family Law.

Externships: Criminal Litigation Clinic (Law 896F, 2-4 units)

Students work in approved placements in a variety of state or federal criminal justice agencies including trial-level public defender or prosecution offices; appellate defenders or prosecutors; and a variety of other post-conviction programs.

Students must contact the instructor at least four to six weeks before the term begins. For summer, students should apply as early as February 15th. Each of the approved placement offices has a person designated as the 'coordinator of student volunteers.' The student is responsible for contacting the coordinator to see if a placement is available and to learn about the requirements (e.g., the minimum number of hours that the employer requires to be worked each week). Initial contact may be by phone or email, followed by a confirming letter and a resume. Some agencies also require a writing sample. The cover letter should include the information that the student has, or will have, completed Criminal Law, Criminal Procedure, and Evidence before the term begins for which the clinic placement is sought. Litigation Certificate credit will be given for this clinic only if the student appears in federal court on the petty offense calendar or is certified by the State Bar Practical Training of Law Students Program. Certification application forms can be obtained from the Law Career Services Office or from the website of the California State Bar at www.calbar.ca.gov.

Terms: This course generally is offered every term.

Prerequisites: Criminal Law and Evidence. Recommended: Criminal Procedure, Trial Advocacy and Criminal Litigation.

Note: Prerequisites do not apply for the summer session of this Clinic.

Externships: Environmental Law Clinic (Law 834I, 3-4 units)

Students in this clinic work in government agencies, public interest organizations, and environmental organizations, such as the San Francisco City Attorney's Office, the Environmental Protection Agency, Communities for a Better Environment, the Sierra Club Legal Defense Fund, and California Rural Legal Assistance. Students may also be placed with law firms engaged in environmental practice.

Students should contact the instructor by the end of October to arrange their placements for the spring semester. The clinic is offered for 2-4 units; however, all day students are strongly advised to enroll for a minimum of 3 units. **Students must enroll in the Environmental Law Practice Seminar (Law 834D, 2 units).** The seminar meets each week during the semester.

Terms: This course generally is offered every spring.

Prerequisites: None. Recommended: Environmental Law & Policy and/or Toxics Law & Policy (or concurrent enrollment).

Externships: Environmental LLM Externship (LLM 375E, 1-4 units)

This class is for LLM Environmental students who wish to do an externship at an organization, agency or firm engaged in environmental law.

Terms: This course generally is offered every term.

Prerequisites: Environmental Law Clinic or permission of the LLM Environmental Law Program Director. This course is graded on a Credit/No Credit basis.

Externships: Family Law Clinic (Law 837D 2-4 units)

This new externship clinic is designed to address an underserved population: low-income people with family law problems. Students will be placed with practicing lawyers specializing in Family Law, or with non-profit organizations or government agencies, to handle Family Law cases at all stages. The seminar will cover all aspects of family law practice and related issues.

Term: Spring

Prerequisites: Community Property or Family Law (or consent of instructor)

Externships: Homeless Advocacy Clinic (Law 824D, 3 units)

Since 1995, GGU students have had the unique opportunity to learn interviewing, counseling and negotiation skills while supervised by faculty members and experienced lawyers at the Bar Association's Homeless Advocacy Project (HAP). Students undergo an intensive training, conduct simulated interviewing and counseling sessions in class, and then meet at HAP's nearby Mission Street offices with poor people seeking access to legal help. At these 'clinics' (3 or 4 spaced throughout the semester,) students interview clients, identify legal and quasi-legal problems, and consult with their instructor and the HAP staff (lawyers, psychologists, and social workers) to develop solutions. In the class following each clinic, students present counseling plans for their clients to the group. Students advocate for clients in various ways: providing assistance in navigating through various bureaucratic waters; conducting negotiation via phone and letter writing; and, sometimes, appearing with a client at hearings. HLP students may not enroll in this course.

Term: This course generally is offered every spring.

Prerequisites: None.

Externships: Real Estate Clinic (Law 883, 2-4 units)

Students will be placed with real estate attorneys and work in their offices under direct supervision.

Students may propose their own placement for which they may seek instructor approval. **Students must enroll in the Real Estate Transactions Seminar (Law 883T, 3 units), offered in the fall, or the Real**

Estate Litigation Seminar (Law 883L, 3 units), offered in the spring, during their clinical semester. (Students may enroll in the 3-unit seminar without enrolling in the clinic.)

Term: This course generally is offered every fall and spring.

Prerequisites: Property I and II

D. Judicial Externships

Externships: Judicial (Law 896C, 2-13 units)

Students work in federal, state, and administrative courts under the supervision of a judge or judicial law clerk. A full-time externship can require up to 13 units; most students take 3 to 5 units at a time.

Students must attend a mandatory seminar, **the first day of which is just before the start of the semester.** Students who enroll in this course in a summer session are limited to 8 units of credit.

Term: This course generally is offered every term.

Prerequisites: Students must have completed 40 units and have a cumulative GPA of 2.5 for state trial court and 2.75 for appellate and federal court externships.

Externships: Judicial Externship LLM (LLM 393, 3 units)

This is a competitive placement as an unpaid law clerk with the Probate Department of the California Superior Court of Alameda County. Selected students will work directly with the probate judge, probate examiners, court investigators, and courtroom staff on pending estate, trust, and conservatorship cases. The externs will get hands-on Probate Court experience from the judicial perspective. The course provides invaluable insight for future estate planners. This course is graded on a Credit/No Credit basis.

Term: This course generally is offered every fall and spring.

Prerequisites: Federal Tax Procedure; Estate and Gift Taxation; Estate Planning; Probate Procedure and Litigation. Enrollment in this course requires the permission of the program director of the LLM in Taxation Program.

E. Street Law

Street Law (Law 886, 3 units)

Each student teaches a 12-week course in basic housing law, family law, consumer law, constitutional law, and criminal law and procedure to local high school students. Students prepare in teacher-training sessions held prior to the teaching assignments and follow up with weekly seminars in substantive areas of the law. This course is counted towards the 13 unit limit on clinical units. Street Law is a collaboration with the University of San Francisco School of Law, with classes meeting at their campus. ***This course requires a significant time commitment.***

Term: This course generally is offered every fall and spring.

Prerequisites: None.



Judicial Externship Application Form

You may enroll in only one clinic per term. Please contact the instructor to confirm enrollment.

Number of units requested: _____ Semester and year: _____

Student name: _____

Student address: _____

e-mail: _____ Telephone: _____

Please state number of units completed by the time you expect to begin externship (40 required): _____

Please state current Grade Point Average (2.5 required for state court; 2.75 required for federal court): _____

Please state date of expected graduation: _____

List work, school or community experience/skills relevant to the judicial externship placement, if any:

Have you enrolled in any other clinics or externships at any time during law school? Yes No

If so, for how many units? _____

You must have secured a judicial externship prior to enrollment in the course.

Please give the full name of the court, the supervising attorney, the address and the phone number:

I understand that the instructor has the discretion to make final selections for each semester's enrollment. I confirm that I will attend the class meetings; see scheduling note for exact dates.

Signature of Applicant _____

Date _____

****Be sure to check the scheduling note in the course schedule for the seminar meeting dates.**

Please return the completed form to:
Jody Lerner, Law Student Services or
Golden Gate University School of Law
536 Mission Street, San Francisco, CA 94105
Telephone (415) 442-6624; FAX (415) 495-6756

Susanne Aronowitz, Law Career Services
Golden Gate University School of Law
536 Mission Street, San Francisco, CA 94105
Telephone (415) 442-6625; FAX (415) 543-6680