Students in the Judicial Clinic serve as interns to outstanding state and federal judges and earn law school credit. They perform legal research for judges and observe proceedings in the courtroom and chambers.

You enter the Clinic one of two ways: (1) you obtain a judicial internship on your own and then seek permission from Prof. Keller to enroll in the Judicial Clinic; or (2) you apply to and are selected for a judicial internship by a pool of judges who regularly seek interns from KU Law. Each option is explained below.

**Enrollment**

**IF YOU SECURE YOUR OWN INTERNSHIP FOR THE SUMMER, FALL, OR SPRING:**

- You must have completed at least two regular semesters of law school by the start of the internship (open to rising 2Ls, 2Ls, rising 3Ls, and 3Ls).
- You must submit an Externship Clinic application to Prof. Keller at least two weeks before the start of your internship. (This form can be found on the Externship Clinic web page - [http://law.ku.edu/externshipclinic#apply](http://law.ku.edu/externshipclinic#apply)).
- You must submit a letter of interest from your judge that confirms the internship and explains the work that you will do. Your work should consist of research and writing and observation of hearings, trials, chamber conferences, etc. You are expected to complete significant written work, such as memoranda or draft orders.

**IF YOU WANT TO APPLY FOR A SUMMER INTERNSHIP THROUGH THE KU LAW PROCESS:**

- You must have completed only your first year of law school (open only to summer starters and fall starters finishing their 1L year).
- You must fill out a Summer Judicial Clinic application packet and submit it to Prof. Keller by 5 p.m., Friday, February 17, 2017 - Download application
from the law school Judicial Clinic website, http://law.ku.edu/judicial-clerkship-clinic#tab2name.

**IF YOU WANT TO APPLY FOR A FALL-SPRING INTERNSHIP THROUGH THE KU LAW PROCESS:**

- You must have completed at least two regular semesters of law school by the start of the fall semester (open to 2Ls and 3Ls).
- You must fill out a Fall-Spring Judicial Clinic application packet and submit it to Prof. Keller by 5 p.m., Friday, February 17, 2017 - Download application from the law school Judicial Clinic website, http://law.ku.edu/judicial-clerkship-clinic#tab2name.
- Fall-spring clinic is a full academic-year commitment, 3 credits per semester.

**Requirements**

**Academic Requirements.** All students participating in the Clinic must:

- Work a minimum of 128 hours per semester or summer session to receive 3 academic credits (maximum 6 credits per summer or academic year).
- Fall-spring interns must allow room in their schedule to work 8 hours (in a single block or in 2, 4-5 hour blocks) per week for each of the weeks of the fall semester and of the spring semester (128 total hours each semester).
- Attend an orientation, scheduled class meetings, and individual meetings.
  - The summer orientation is held the Monday BEFORE law school graduation ceremonies.
  - The fall orientation is held the Wednesday BEFORE law school classes begin
- Turn in a 1-2 page journal of your activities each week.
- Complete weekly assignments, a draft order in a mock litigation problem, and a paper related to your experiences in the program.
Ethics and Professionalism. All students participating in the Judicial Clinic will be held to the same standards as court employees.

- You must not work for a lawyer, law firm, public interest organization, or governmental agency while you are enrolled in the Clinic.
- Students must not enroll concurrently in the Clinic and another law school clinic.
- While participating in the Clinic, students may be prohibited from participating in partisan political activity.
- You must disclose to Prof. Keller and the assigned judge any potential conflicts of interest, including other legal employment, whether paid or unpaid.
- You must disclose to Prof. Keller and the assigned judge any criminal convictions, arrests, or honor code charges that occur while enrolled in the Clinic.
- You must disclose on your application for the Clinic any prior criminal convictions or honor code charges.
- Failure to disclose arrests or convictions may result in termination from the Clinic.
- Before starting your internship, you may need to disclose your social security number, date of birth, and race to your assigned court for a background check. You may also be required to submit to a fingerprint check upon starting your internship.