

**University of Kansas School of Law**  
**Criminal Prosecution Field Placement Program**  
**Course Description and Requirements**

Please read this carefully before applying for the Criminal Prosecution Field Placement Program. To be considered for the Criminal Prosecution Field Placement Program you must submit a complete application, a copy of your resume, and your unofficial law school transcript. By submitting an application, you are giving your consent to review of the information you provide and you are also indicating your understanding of the requirements set out below and your agreement to abide by them.

**Eligibility**

To enroll in the Criminal Prosecution Field Placement Program, students must qualify under Kansas Supreme Court Rule 715, or another state's equivalent, and must have completed legal studies amounting to at least four semesters. For more information about the requirements of Kansas Rule 715, visit <https://law.ku.edu/current-students/academic-resources/rule-715>. For more information about the requirements of Missouri Rule 13, please go to, <https://www.mble.org/appinfo.action?id=9>

**Academic Considerations and Requirements**

Students may earn between three and six credit hours during each of the fall and spring semesters. During the summer program, students may earn between three and six credit hours. A student, however, may only earn up to a total of nine credit hours in the Criminal Prosecution Field Placement Program. Each credit hour requires 42.5 hours of work. All work must be completed during the academic term in which the student is enrolled in the Criminal Prosecution Field Placement Program. The particular work schedule is up to each student and the supervising attorney and should be discussed before beginning work at the placement. The Program is graded on a credit/no credit basis.

The Criminal Prosecution Field Placement will consist of two components:

1. A work experience in the approved field placement (a "job" at the prosecutorial office), which consists of working a specified number of hours per week at the approved field placement, AND
2. An academic experience, which requires you to:
  - Attend the mandatory orientation;

- Attend three scheduled, weekly classes at the start of the semester (fall and spring);
- Attend a mandatory Professionalism training session;
- Complete online coursework;
- Meet with Glenn Jewell at least once during the semester; and
- Submit a goals memo, keep a weekly reflection journal, and submit a final reflective paper.

You may not enroll concurrently in the Criminal Prosecution Field Placement Program and another Law School clinic or field placement program without my permission and that of the other clinic or field placement you wish to enroll in. Also, you may not be able to hold a law clerk position with a law firm, public interest organization, or governmental agency while you are enrolled in this field placement program. As part of the placement process, you must disclose on the application for the program any prior criminal convictions or honor code charges. Before you begin a field placement, you must disclose to me and the supervising prosecutor any potential conflicts of interest. You must disclose to me and the supervising prosecutor any criminal convictions, arrests, or honor code charges that occur while enrolled in this Field Placement Program.

Thank you for your interest in the Criminal Prosecution Field Placement Program.