



**Law 825
Sixth Semester in
Washington D.C.
Application
Spring 2024**

Prior to completing this application, you should have arranged for a field placement. If you need assistance finding a field placement, please reach out to the Sixth Semester Faculty. We are always happy to help.

Once you have accepted a field placement offer, please send your supervising attorney: 1) the Supervising Attorney, Student, and Director Agreement, and 2) the Supervising Attorney Handbook. Both are available on the KU Law website under the Sixth Semester application tab.

Finally, please complete this application and email it to the Field Placement Director (the “Director”) at gjewell@ku.edu and Janette Roundy at janetteroundy@ku.edu. After it has been reviewed, you will be notified whether you have been accepted into the program. If accepted, you will be sent an enrollment code allowing you to enroll in Law 825.

Deadlines and Course Sessions

The application deadline is December 1. You must attend the boot camp at the beginning of the semester as well as participate in monthly full-day programming sessions. These programming sessions will include meeting with practitioners to learn about practice in D.C. and substantive areas of law that are commonly practiced there.

Student Information

Name: _____

Phone: _____

Email: _____

Expected date of graduation: _____

Cumulative GPA: _____

Number of Law School Credit Hours you expect to have earned before starting this field placement: _____

Field Placement Information

Placement: _____

Placement Address: _____

Placement Supervising Attorney Name: _____

Placement Supervising Attorney Job Title: _____

Placement Supervising Attorney Phone: _____

Placement Supervising Attorney Email: _____

Number of Credit Hours You Are Applying For: _____

Hours of Work Per Week: _____

Start Date: _____

End Date: _____

Will you be paid by the employer for this work? _____

Will you receive any financial support for this work, including stipends and public service grants? If so, what financial support will you receive? _____

Have you previously been employed for pay by this employer? _____

Has this employer given you an offer of paid employment to begin after this field placement? _____

Short Answer Questions

Please answer the following questions with at least a paragraph:

- 1) How will this placement contribute to your legal education?
- 2) List and discuss five substantive learning goals for this placement.

Attachments

- 1) A current resume.
- 2) A letter from your supervising attorney that:
 - a. Lists your responsibilities and the types of assignments you will be given;
 - b. Includes a substantive plan for how you will learn from this experience and how you will receive feedback on your work;

- c. Verifies that the supervising attorney has read and agrees to the “Supervising Attorney, Student, and Director Agreement;” and,
- d. Verifies that the supervising attorney has read the Supervising Attorney Handbook.

Ethical Rules

As a participant in the Field Placement Program, you must learn and comply with the ethical rules applicable to attorneys and interns in Washington, D.C.

Conflicts of Interest

Conflicts of interest may arise for law students. In order to prevent these conflicts, or even the appearance of conflicts, we require that you list all prior and current employment on your resume. Furthermore, given the nature of this field placement, you may not engage in other professional employment during the term of the field placement. Professional employment for these purposes includes all paid and unpaid professional work, and enrollment in field placements and clinics. (Positions at entities that do not involve professional or legal services are excluded.)

APPLICATION AGREEMENT

Review of Model Rules of Professional Conduct

I hereby certify that, if accepted into the Sixth Semester in Washington D.C. Program (Law 825), I will study the ethical rules applicable to attorneys and interns in Washington, D.C. before attending the boot camp for the program. Further, I agree to abide by those rules during the duration of my participation in this program.

Conflict of Interest Disclosure

I certify that, if accepted into the Sixth Semester in Washington D.C. Program (Law 825), I will not seek or accept other professional employment during the term of the program.

Deadlines

The application deadline is stated above; I understand that this is a firm deadline. All requirements for course credit must be completed and submitted by no later than May 3, 2024. I understand that if I do not meet this deadline, I will not have earned credit and, therefore, will not receive credit.

Supervising Attorney, Student, and Director Agreement

I have read and agree to meet the responsibilities articulated in the Supervising Attorney, Student, and Director Agreement.

Documents to Supervising Attorney

I certify that I have given a copy of the Supervising Attorney’s Manual and the Supervising Attorney, Student, and Director Agreement to my supervising attorney. I further certify that I

have informed my Supervising Attorney that I must complete all requirements for course credit by no later than May 3, 2024.

The information in this application, including the attachments, is true to the best of my knowledge.

Student Signature: _____ Date: _____

Printed Name: _____