



Externship Program Application

Applicant: Please attach your résumé, and a writing sample to this application.

Part A ■ Student Information

Name: _____ Gonzaga ID#: _____

Current Address: _____

City, State & Zip: _____

Current Phone: _____ Class Year (at date of application): _____

I am applying for an Externship for the **Fall** / **Spring** / **Summer** semester of _____

Please list your Legal Research & Writing Professors:

First Year: _____

Second Year Fall: _____

Second Year Spring: _____

- Semester you took/will take Professional Responsibility: _____
- Have you taken or have you applied for the Clinic? **Yes** / **No**
- Please list any foreign languages that you speak: _____

Part B ■ Credit Information

Please indicate the total number of **law school credits** you will have earned by the start of the semester in which you'd like to extern: _____

I understand that I will be registered for both the *Externship Seminar* (1 credit) plus the *Off-Campus Externship Clinic* (field credits) (1 to 14 credits fall/spring; 1 to 7 summer).

Therefore, the total number of credits I am requesting for the above semester is:

$$\begin{array}{r}
 \underline{\text{One (1)}} \quad \text{credit for the } \textit{Externship Seminar} \\
 + \quad \underline{\hspace{2cm}} \quad \text{credits for the } \textit{Off-Campus Externship Clinic (field credits)} \\
 = \quad \underline{\hspace{2cm}} \quad \text{my total } \textit{Externship} \text{ credits for semester.}
 \end{array}$$

Are you receiving financial aid in the form of work study? **Yes** / **No**

Are you currently volunteering/interning/working in a legal position? **Yes** / **No**

If you answered yes to either of the above questions:

What is your position? _____

Office/Location: _____

Length of time you have been volunteering/interning/working: _____

****NOTE**:** Tuition for externships credits is charged at the same rate as tuition for classroom credits. Therefore, it is necessary to apply for financial aid for externship credits as you would any other law school credits.

Part C ■ Placement Information

- ◆ If you *already* have a job placement for the semester of externship for which you are applying, please complete the information below: (the Externship Director will contact your Supervising Attorney/Supervising Judge upon your application's approval).

This semester I will be completing my externship while working at:

Name of Agency or Public Office: _____

Name of Supervising Attorney/Judge: _____

Mailing Address of Office: _____

Office Phone Number: _____

Supervisor e-mail: _____

- ◆ If you *do not* have a job placement for the semester of externship for which you are applying and you need placement assistance, please list three externship placement choices below:

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

****NOTE**** Have you ever been cited for, charged with, arrested for, convicted of, or pled guilty or nolo contendere to a felony or misdemeanor? This question includes operating a motor vehicle under the influence of intoxicants or other self-administered drugs, but not minor traffic violations. This question also requires disclosure of any juvenile court or other proceeding even though the record was sealed or the matter was diverted. (If you are not sure about the nature or the ultimate disposition of a particular charge, it is your responsibility to check with the courts before you answer.) If yes, address in a separate addendum:

Yes / No

I HAVE READ AND UNDERSTAND THE EXTERNSHIP REQUIREMENTS, AND I AGREE TO PARTICIPATE FULLY IN THE EXTERNSHIP PROGRAM. IN ADDITION, I UNDERSTAND THAT FOR REGISTRATION AND FINANCIAL AID PURPOSES I MAY BE REGISTERED FOR THE EXTERNSHIP PROGRAM PRIOR TO RECEIVING AN OFFICIAL PLACEMENT, AND REGISTRATION IS NOT A GUARANTEE OF THE PLACEMENT OF MY CHOICE. FINALLY, MY SIGNATURE BELOW GRANTS THE EXTERNSHIP PROGRAM PERMISSION TO ACCESS MY ACADEMIC TRANSCRIPT AND TO USE THAT TRANSCRIPT IN AN EFFORT TO PLACE ME IN AN EXTERNSHIP.

DATED THIS _____ DAY OF _____, 20_____.

SIGNATURE OF APPLICANT

More information on the Externship Program, including a list of potential placements, is available on our website: http://www.law.gonzaga.edu/Academic-Program/externship_program/default.asp