

XVI. CLINICS, EXTERNSHIPS, AND NON-CLASSROOM HOURS

A. Clinics and Externships

If you want to learn practical skills in a live-client setting, consider participating in the Chase College of Law Study Outside the Classroom Program. Clinics and externships make up the Chase College of Law Study Outside the Classroom Program (“SOCP”). SOCP develops students’ legal knowledge, skills, and values while preparing students to represent clients successfully and professionally. The goals of the SOCP are (1) to teach students to solve legal problems, (2) to provide students appropriate writing and drafting opportunities not typical in the classroom setting, and (3) to teach students to become responsible and ethical practitioners. Students participating in SOCP clinics and externships learn and practice complex lawyering skills under the close supervision and training of experienced, licensed practitioners. Faculty and field supervisors provide informative feedback and reflection on student performances. SOCP students strengthen their learning through on-going self-assessment.

Each SOCP experience teaches students skills in specialized areas of the law, including criminal law, civil law, local government law, tax law, and transactional law. In clinics and externships, students engage in a variety of activities including fact gathering, client counseling, managing workloads, managing files, legal analyzing, communicating orally and in writing, self-assessing, critiquing techniques, and working with different people and organizations in the structured legal field.

B. Available Clinics and Externships

Advanced Externship: The Advanced Externship is for students who are continuing their externship for a second semester or are enrolling in a second externship. Approval from Professor Locker is required before registering for this course. Students fulfill all of the standard field placement requirements and have some alternative classroom component requirements.

Civil Externship: The Civil Externship includes placements at state and federal agencies and at organizations that provide legal representation and services to the public regarding civil litigation matters. This includes Legal Aid Society, United States Attorney (civil placement), Wright-Patterson Air Force Base (civil placement), NLRB, the City of Cincinnati Legal Department (civil side), the Ohio Attorney General’s Office, the IRS Chief Counsel’s Office, NKU Legal Affairs, Welcome House, and other agencies that handle civil law matters, including family law litigation, labor law, and immigration law. Some of these placements are located in Cincinnati, Northern Kentucky, Louisville, and Lexington. Several of these placements can accommodate part-time students.

Constitutional Litigation Clinic (2 semesters): Third and fourth-year students represent prisoners and ex-offenders in civil rights and other cases in both federal and state courts.

Prisoner cases involve everything from conditions of confinement to freedom of religion. Ex-offender cases involve housing, welfare, educational, and other restrictions upon the ability of ex-offenders to lead normal lives. Students, under the supervision of attorneys at the Ohio Justice & Policy Center, represent clients at all stages of litigation from filing the complaint to handling the trial and appeals process. This clinic is suitable for a limited number of part-time students.

Judicial Externship: Students are placed with federal and state judges throughout Kentucky and Ohio. These placements include the United States District Court, United States Department of Labor Administrative Law Judges, Family Court, and various state courts. Students research and prepare bench memoranda concerning issues pending before the court.

Indigent Defense Clinic (2 semesters): Students participating in this program will represent indigent criminal defendants in Hamilton County under the supervision of attorneys at the Ohio Justice & Policy Center. Students will participate in all facets of criminal representation, including case management, client interviews, fact investigation, plea negotiations, trials, and sentencing. Students develop core competencies in advocacy skills and substantive knowledge required to serve as effective and ethical criminal defense attorneys. In the summer immediately preceding this program, registered students undergo intensive training in the litigation of criminal cases. In addition, students participate in weekly training in substantive and procedural law, professionalism, and practical skills.

IRS Chief Counsel Externship: Students work on all aspects of litigation of tax cases under the direct supervision of IRS Counsel. Students may work on civil or criminal tax issues. The work involved will range from fact gathering using the administrative file to legal research and drafting of motions and pleadings and assistance in writing briefs. If the U.S. Tax Court is in session, students will also have the opportunity to attend the court docket hearing. The program exposes students to the tax litigation side of a tax practice and helps students solidify their understanding of tax law as well as to hone their litigation skills. Placements are arranged by Prof. Nacev but students participate in Prof. Locker's externship course and must meet all requirements of the externship course.

Criminal Justice Externship: Third and fourth-year students actively participate in the criminal justice system in prosecutor and public defender offices throughout Kentucky and southern Ohio. Students use their student license to perform the functions of a prosecutor or public defender in all facets of the case, including filing charges, performing investigations, interviewing witnesses, responding to discovery, handling motions and hearings, handling plea negotiations, and conducting jury and bench trials. Through a combination of experiential learning and classroom instruction, students further develop core competencies in advocacy skills and substantive knowledge required to serve as prosecutors and defense attorneys.

Kentucky Innocence Project (2 semesters): Students assist the Department of Public Advocacy seek justice for innocent prisoners. Students will be placed in the field and

assigned cases by the DPA. Students work under the supervision of a licensed attorney and handle a criminal case that qualifies under the Kentucky Innocence Project guidelines. Students investigate facts, formulate investigation strategies, research issues, file motions, and assist with legal proceedings.

Local Government Law Externship: Students work under the direct supervision of city or county attorneys at the site location handling civil matters for the city or county. The program helps students begin to develop the knowledge and skills required to become competent legal advisors to various city and county agencies. Students are exposed to governmental law practice and have the opportunity to work on a variety of governmental law issues, including municipal liability, zoning, ordinances, etc. Students will conduct research, write memoranda and pleadings, and attend hearings. Students might also work directly with Professor Sparkes on special projects for city and county governments and organizations. Some of these placements are specifically designed for part-time students. Students participate in Prof. Locker's externship course and must meet all requirements of the externship course.

Small Business and Nonprofit Law Clinic: The "SBN Clinic" provides students an opportunity to provide legal advice to local small-business entrepreneurs and non-profit organizations. The work in the SBN Clinic is transactional in nature and does not involve dispute resolution or litigation. Students may have the opportunity to work on a variety of business law matters, including: choice of business organization; business entity taxation issues; business licenses; contract drafting; entity dissolution; lease negotiations; non-profit incorporation; intellectual property; etc. Students will typically work with several clinic clients during the course of a semester, under the supervision of the Director of the SBN Clinic and/or a volunteer attorney. Students are expected to meet with their clients, to communicate with their clients regularly and effectively, to maintain their client's files in an organized and professional manner, and to regularly attend the seminar classes and participate in various seminar exercises.

C. Requirements

SOCP placements may be in governmental offices, non-profit agencies, and for-profit law offices. They are offered only during 8- and 14-week sessions and grant Pass/Fail grades. Credits vary depending on the externship or other clinic. Externships are for two or three credits. The Innocence Project is for two credits over each of two semesters (four credits total). The Constitutional Litigation Clinic & the Indigent Defense Clinic are for four credits over each of two semesters (eight credits total). The Small Business and Non-profit Clinic is for three credits. Each SOCP placement offers a concurrent classroom component. Check the course schedule to find out when each classroom component meets.

D. How to Enroll

Students seeking enrollment in any SOCP must contact the professor in charge of the program. An application will be required. Many of the application forms can be found on

the Chase website. Students may not enroll in a particular clinical or externship program for more than one semester or summer session except with the approval of the supervision professor. Students should note that the regulations governing receipt of credit for non-classroom hours apply to participation in the SOCP.

Any student who has a minimum GPA of 2.3 and has completed thirty (30) credit-hours may apply to participate in a clinical or externship program. Any student who has a minimum GPA of 2.3 and has completed sixty (60) credit-hours may apply to participate in clinical and externship programs that require a student license to practice law. Participation in any SOCP requires completion of, or contemporaneous enrollment in, Professional Responsibility.

E. Restrictions

Students may not receive compensation for any work done in an SOCP placement. Students may receive reimbursement from the placement for reasonable out-of-pocket expenses related to the placement. Also, students may not be placed in SOCP placements with their employers or with relatives, unless they receive prior approval from Professor Locker.

F. What to Expect

Students must work a minimum of fifty (50) hours for each credit-hour earned. Classroom time shall be credited to the first fifty (50) hours of work. Commuting time shall not count toward hours required per credit-hour. Placement hours may be performed only during the semester in which the student is enrolled in the classroom component of the course. Faculty supervisors may grant an exception from this rule when appropriate and submit an incomplete grade.

Each student must maintain an activity log of his or her clinical and externship work and classroom hours. Consistent with the appropriate professional responsibility rules, the activity log shall contain descriptions of assignments and work completed. Students will complete journals, participate in the classroom component and meet all other requirements set by the professor.

If you are interested in a specific clinic or externship, but have questions or concerns, contact the supervisor professor.

G. Limit On Non-Classroom Hours

A total of not more than 18 hours of non-classroom work may apply toward the graduation requirement. Such hours may include, but are not limited to, moot court, law review, clinical courses, and supervised independent research. Non-classroom hours is defined as courses or programs that permit or require student participation in studies or activities away from or outside of the College of Law or are in a format that does not

involve attendance at regularly scheduled class sessions, but do not include hours awarded for Distance Education, approved study abroad programs (except as the study abroad program includes non-classroom hours), nor credit hours transferred from an approved law school (except as that study includes non-classroom hours). Students may take additional non-classroom hours that will not count toward graduation requirements.