***Applications must be submitted by e-mail to*** [***applicationsJJLS@law.pace.edu***](mailto:applicationsJJLS@law.pace.edu)

***On or before Monday, April 24 at 10 a.m.***

**SECTION 1: STUDENT INFORMATION**

**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**U Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Home #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_Work #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_Cell #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_**

**Mailing address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_**

###### Summer contact information if different from current address and telephone:

###### Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_**

**Home #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_Work #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_Cell #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Degree \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expected date of graduation \_\_\_\_\_\_\_\_\_\_\_\_**

**(JD, JD/MBA, etc.)**

**SECTION 2: SUPPLEMENTAL APPLICATION MATERIALS**

Please include the following; incomplete application packages will not be considered.

1. **Statement of interest:** Please attach a statement that, in 250 words or less, describes how the Semester in Practice aligns with your long-term career goals.
2. **References:** Please list the name and information of **two** (2) references who can speak to your character, work ethic, and academic/personal/career achievements and goals. References may include a former employer, a faculty member, a staff/administrator, or a community member. Letters are not required, although your references may be contacted.

Reference 1:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title

Relationship to you

Phone number

Email address

Reference 2:

Name

Title

Relationship to you

Phone number

Email address

3. **Transcript**

4. **A brief (5 pages) writing sample**.

5. **Resume:** Please attach a resume that captures the relevant co-curricular and professional work you have done to date. This document will be shared with host organizations. *Note: Host organizations have the option to interview students prior to finalizing placement.*

**SECTION 3: PLACEMENT PREFERENCES**

1. **Type of Placement:** check all placements that would be of interest:

**\_\_\_\_\_** Large law firm

**\_\_\_\_\_** Medium size/small law firm

**\_\_\_\_\_** Corporate law department

**\_\_\_\_\_** Government agency

**\_\_\_\_\_** Not for profit organization

1. **Area(s) of Interest:** check all substantive areas that would be of interest

\_\_\_\_\_Compliance

\_\_\_\_\_ Environmental

\_\_\_\_\_General law practice

\_\_\_\_\_Intellectual Property

\_\_\_\_\_Litigation

\_\_\_\_\_Matrimonial

\_\_\_\_\_ Real Estate/Land Use

\_\_\_\_\_Transactional

\_\_\_\_\_ Trusts and Estates

\_\_\_\_\_Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION 4: WORK PREFERENCES**

1. What specific lawyering work would you most like to learn about and practice during the Semester in Practice? (e.g., litigation, transactional lawyering, interacting with clients; drafting motions and other legal documents; fact investigation, and witness preparation; etc.) Why?

2. Write a brief statement of what you would like a colleague or client to say about you after you have been in practice for a few years (e.g., “\_\_\_\_\_can always be relied on to get things done with time to spare and has all the patience in the world” or “\_\_\_\_really knows how to get people to work out their differences so that everyone is happy with both the outcome and the process”).

3. For conflict of interest reasons, it is important that you identify all legal employers, securities brokers or investment firms that you have worked for during the past two years. Please list employers and dates below (include both volunteer and compensated employment, full-time and part-time):

4. Do you understand that the clinic and externship programs continue to operate during academic vacation and exam periods and that you may be required to work during these periods?

\_\_\_\_ Yes

###### 5. In addition to the Semester in Practice, what other major time commitments do you expect to have during the spring semester?

6. Please describe any geographical preferences or constraints.

**SECTION 5: OTHER ATTRIBUTES/EXPERIENCES**

1. Languages other than English: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Oral level of fluency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Written level of fluency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Other special skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION 6: OTHER ACADEMIC REQUIREMENTS**

###### 1. Have you satisfied the Upper Level Writing Requirement? YES NO

###### 2. Have you satisfied the Upper Level Skills Requirement? YES NO

3. Do you plan to satisfy the Upper Level Skills Requirement through the Semester in Practice?

YES NO

###### 4. Attach additional sheets if necessary for any question.

**Submit this application and all attachments by e-mail to**

[**applicationsJJLS@law.pace.edu**](mailto:applicationsJJLS@law.pace.edu)

**(Semester in Practice in the subject line)**

**All documents should be submitted in PDF format**