

**LEGAL RESEARCH AND WRITING  
LAW FELLOW APPLICATION PROCESS**

March 04, 2009

Thank you for your interest in applying to be a Law Fellow. This memo outlines the steps in the application process. Applications are due **by 5:00 p.m. on Friday, March 27<sup>th</sup>**. Please put your name on each attachment and fasten them together. A Law Fellow Information Fair will be held on **March 18<sup>th</sup>** from 3:30-5:00 p.m. in the McDonough 3<sup>rd</sup> Floor Atrium. Interviews will be held from **March 30<sup>th</sup> - April 2<sup>nd</sup>**. You will be notified of final decisions on **April 23<sup>rd</sup>**. A reception for all selected to be Law Fellows and alternates will be held on the evening of **April 24<sup>th</sup>**.

**I. Law Fellow Course Description**

This unique program offers upper-class students the opportunity to hone their writing and analytical skills. Specifically, the seminar allows Law Fellows to explore substantive law, learning theory, and rhetoric as applied to legal analysis and legal writing. Law Fellows are required to attend the Law Fellow Seminar; attend the first-year Legal Research and Writing classes; and write a substantial analytical legal document under the supervision of their LRW professor. In addition, Law Fellows also write detailed comments on students' written work, receive extensive feedback on those comments from their professor, and meet with students in individual conferences to discuss the students' written work.

**II. Prerequisites for All Applicants**

A. You must have at least a 3.0 grade point average at the beginning of the academic year of your appointment. You need not receive an "A" in Legal Research and Writing or Legal Practice to become a Law Fellow.

B. You must be available to attend a special training program the week before OCI orientation begins in order to prepare for the opening weeks of class. This year's Advance Training Seminar will meet the week of **August 17<sup>th</sup>**.

C. You must arrange your interview schedule in the fall so that you are present at all Law Fellow seminars and all of your students' LRW classes.

### III. Application Process

Make sure your application includes the following materials:

- A. Law Fellow Application cover sheet.
- B. An Official law school transcript (**ask the Registrar's Office to forward a copy to us at no cost to you.**)
- C. Current résumé. If you know your summer plans now, please note them on your résumé.
- D. Writing Sample:
  - 1. If you are completing your first year, your take-home exam will be your writing sample. You do not need to submit another copy of your take-home exam with this application.
  - 2. If you are completing your second or third (Evening Division) year, please submit a writing sample that has not undergone substantial editing by someone else. For example, a final draft of a law journal note is not acceptable if it has been substantially edited by the journal staff.
- E. Personal Statement.

Please attach a statement explaining why you would like to be a Law Fellow. You might tell us what experience you bring to the job, what value you see in the program, and what new ideas you have for the course. Please limit yourself to two typed, double-spaced pages. Please describe any working, teaching, public speaking, researching and writing experience that is especially relevant.

- F. References.

If you are completing your first year, you must submit a reference from your current Law Fellow. Simply give a reference form to your Law Fellow and ask her or him to submit it to us. If you are now an upper-class student, you must submit a reference from either your former Law Fellow or another person who is familiar with your writing and leadership abilities. All references must be received by **April 8<sup>th</sup>**.

#### **IV. Interviews**

Interviews will be held between **March 30<sup>th</sup> and April 2<sup>nd</sup>**. You will have a group interview with Legal Research and Writing faculty members. You may sign up for interviews outside of Room 540, after March 20<sup>th</sup>. For those who cannot come to Room 540 during business hours, call Noelle Adgerson, our Executive Assistant, at 662-9525.

#### **V. Joint Degree Programs**

If you are going to be off campus over 20% of the time next year, you cannot be a Law Fellow. If you wish to apply for the program the following year, we ask that you do so then. To expedite that process, you may want to ask your Law Fellow to fill out a recommendation now. You can submit this sealed recommendation when you apply.

#### **VI. Deferrals**

The Law Fellow application process occurs each year. There are no deferrals.

We appreciate your interest in the Law Fellow program and look forward to talking with you at your interview.