CALIFORNIA WESTERN
SCHOOL OF LAW | San Diego
CLINICAL INTERNSHIP PROGRAM

SUPERVISING ATTORNEY'S
APPLICATION & DESCRIPTION OF INTERNSHIP

NAME: DATE:

FIRM/AGENCY/COMPANY: PHONE:

ADDRESS: FAX:

CITY/STATE/ZIP: EMAIL:

1. How many years have you been practicing law? _____

2. How many attorneys practice law in your office? ____

3. Describe your law practice (e.g., family law, real estate, bankruptcy, criminal, etc.).

4. Why are you interested in supervising an intern?

5. Have you supervised an intern before? Yes _____ No _____ If yes, please explain.

6. What type of skills would an intern develop at your office?

7. Please describe how you plan to supervise the intern on a weekly basis.

8. What would be the duties of the intern?

9. Would other attorneys in the office be supervising the intern? If so, please provide their names and describe the extent of their involvement with the intern and your role in overseeing such work.

10. Would the intern have the opportunity to be certified and represents clients in court? If so, please describe the opportunity.

11. Please describe the work place where the student will be situated (e.g., private office with a telephone, desk, access to support staff, etc.).

12. As you know from reading our Supervising Attorney Handbook, the role of an intern is distinct from the role of a law clerk.

a) Do you hire law clerks to assist you in your work? Yes _____ No _____

b) Would the intern be taking the place of a law clerk? Yes _____ No _____

13. Would you want to keep this application on file for future interns? Yes _____ No _____
Ask me later _____

14. Describe any criteria you have for choosing an intern (e.g., class rank, course requirements/recommendations, writing sample, transcript, etc.).

15. Internship hours preferred? Full-time _____ Part-time _____ Flexible _____.