

*University of Georgia School of Law*

*Atlanta Semester-in-Practice Course*

*Information  
For Spring 2016*

## *Georgia Law in Atlanta*

The Georgia Law in Atlanta program connects you with the Atlanta legal community, strengthens your legal abilities through clinical work, and offers traditional classroom courses at our Atlanta facility. You can earn a full semester's worth of credits while living in the Atlanta metro region and forging professional relationships in an important market for Georgia law graduates.

Georgia Law in Atlanta offers you up to sixteen credits in both clinical and non-clinical classes. You will earn ten credits in the Atlanta Semester-in-Practice Course. In addition, you earn either three or six additional credits through two classroom courses drawn from the core curriculum at the Law School. Students attend classes at the Law School's Atlanta facility in Buckhead. You can thus earn a minimum of thirteen and a maximum of sixteen credits in the program, allowing you to keep pace both with the number of credits and types of courses necessary for graduation.

This PDF file gives you information about the Atlanta Semester-in-Practice Course. It outlines the basic course requirements and highlights how to apply for the program. It ends with descriptions of the placements available for the upcoming semester.

### *Atlanta Semester-in-Practice Course*

The Atlanta Semester-in-Practice course is a full-time externship. Students work a set number of hours per week at one among several governmental, judicial, or private non-profit placements. Students take a weekly two-hour clinic seminar, with readings and other written exercises. The course requirements include the following:

- Students must apply for and receive an offer from one of the placements who have agreed to take students for full-time work. This PDF file contains a full list.
- If accepted, students enroll in the ten-credit Atlanta Semester-in-Practice Course. Students also enroll in either one or both of the Georgia Law in Atlanta courses for the upcoming semester: Constitutional Law II and Education Law.
- Students begin work as early as Monday, January 4, and work 32.5 hours per week for fourteen weeks, ending on Tuesday, April 19.
- Students take two or three classes each week, including the clinic seminar and one or both of the non-clinical classes. Two classes occur in the evening and one in the morning.
- Students receive ten credits for the externship course and either three or six credits for the other courses, for a total of thirteen or sixteen credits.

The remainder of this PDF provides detail on the application process for the full-time Atlanta placements, on the placements themselves, and on specific course requirements.

## *Application Process*

***Applications:*** You may apply for up to three of the placements listed in this document. You must submit a single resume and a separate application form for each placement, along with any materials required by a given placement. You can email your application to the clinic secretary, Tonia Lumpkin, at [tslumpk@uga.edu](mailto:tslumpk@uga.edu). You can also print your application and submit hard copy directly to Ms. Lumpkin in Room 338 in Hirsch Hall.

***Application Form:*** On the application form, please provide current and accurate contact information. We will contact you primarily by e-mail as well as by phone. The form also requests a personal statement. The personal statement serves the same purpose as a cover letter, so you should make a separate personal statement for each placement.

***Supporting Materials:*** Many placements will require specific supporting materials, including transcripts and writing samples. Make sure that your application for a given placement includes all of the materials and addresses all of the criteria required by that placement.

***Deadlines:*** The deadline for your applications is Friday, October 2. After the deadline, we will review all applications for eligibility and will inform you if we cannot forward your application to a particular placement. Otherwise, we will forward all applications to placements during the week of October 5–9. The placements will review their applications and decide who they wish to interview. You should respond promptly to any request for you to interview.

***Offers and Acceptances:*** We have asked all placements to make decisions by October 23. Either we or the placement will notify you of an offer. We will ask you to make final decisions about offers as soon as possible; in some cases, the placement will require you to make a decision within a limited time frame. With one exception, we will allow you to wait until you know all of your choices within this program and for other clinics before making a decision. We would like to have all decisions made by Monday, November 9.

***Mandatory Acceptance:*** We expect students who apply to the Georgia Supreme Court, the Georgia Court of Appeals, or the Federal District Courts to accept an offer if received. If you receive offers from several of these placements, we will expect you to accept one of these offers. *Do not apply for one of these placements unless you intend to accept an offer from that placement*, regardless of any applications you may make to other placements or clinics.

***Confirming Participation:*** Once you accept an offer, we will ask you to sign a form that confirms your commitment to participating in the program. This document will describe the process for starting your work in the spring. Once you commit, you cannot withdraw from the program without permission of the Atlanta Semester-in-Practice faculty and the Associate Dean for Academic Affairs.

***Enrollment and Points:*** If you accept an offer from the Atlanta Semester-in-Practice program, you will be able to enroll without having to allocate points during point allocation. This includes both the externship course for 10 credits and each of the 3 credit classroom courses.

***Application Calendar***

***Wednesday, September 16*** ..... *Applications / Placement Descriptions Available*

***Friday, October 2*** ..... *Applications Due*

***Monday, October 5–Friday, October 9*** ..... *Applications Forwarded to Placements*

***Friday, October 23*** ..... *Deadline for Offers from Placements*

***Monday, November 9*** ..... *Final Deadline for Student Acceptances*

***Monday, November 9*** ..... *Point Allocation Begins*

## *Student-Initiated Placements*

We will accept proposals from you for new placements. To do this, use one of our application forms to give us your name and contact information; use the personal statement to identify the placement, including the name, the contact person with whom we should speak, and the contact information for that person, including phone and email. In general, you should only propose a placement with a practice that has already extended you an offer to work full-time for a semester, but we will consider offices with whom you have not had contact.

Submit your application to the Civil Clinic secretary, Tonia Lumpkin, at [tslumpk@uga.edu](mailto:tslumpk@uga.edu). You can also print your resume, application form and other materials, and submit hard copy directly to Ms. Lumpkin in Room 338 in Hirsch Hall.

After we receive your application, the Atlanta Semester-in-Practice faculty will review it and, as necessary, contact your proposed placement. During that contact, we will make sure that prospective supervisors understand the requirements of the course. We will also assess whether the placement has sufficiently diverse and demanding work, adequate space, and supervisory resources needed to give you a quality educational experience.

We do not sponsor placements in the following categories:

- **Paid Work**: We will not give credit for work for which you are paid, including both compensation and work paid through a grant. Some placements may have funds available to reimburse you for out-of-pocket expenses related to the work. Within limits, this would not disqualify the placement.
- **Private Firms**: We do not place students in private firms or with for-profit organizations that employ attorneys.
- **Work Unrelated to Lawyering or Law Practice**: we only offer credit for work that gives you opportunities to develop your abilities as a lawyer, to develop relationships within a practice area, and to learn from active supervision by those with relevant skills and abilities. While we define law-related activities broadly, you should consult with the Atlanta Semester-in-Practice faculty if you have any questions.
- **Practice Under Relevant Student Practice Rules**: we will sponsor work that qualifies for practice under Georgia or federal student practice rules. Please review Georgia Supreme Court Rules 91–96 for details about the practices that qualify for student practice under Georgia law.
- **Georgia Prosecutors and Public Defenders**: in the first semester of the Atlanta Semester-in-Practice course, we will not sponsor placements in Georgia prosecutorial or public defender offices.

## ***Course Requirements***

### ***Contract***

You complete an externship contract for you and your site supervisor to sign. This contract serves two purposes: 1) to clarify for you the work you are expected to engage in during the term; and 2) to provide a point of reference if, at mid-term, you find that you have only had a partial exposure to the practice.

### ***On Site Work***

In the full-time externship program, you work 32.5 hours per week for a fourteen weeks. This workload accounts for eight of the ten credits you earn in the externship course; the other two come from the clinic seminar. You will submit weekly time sheets to us, with the accuracy of reporting subject to the Honor Code. We ask you to work in every week of the semester. If unforeseen circumstances keep you from working a full week, you should let both your site supervisor and the externship faculty member know.

### ***Seminar***

You will attend a weekly two-hour clinic seminar, held at the Law School's Atlanta facility, with assigned readings and exercises relevant to your development at your placement.

### ***Reflective Writing***

You will write two journals over the course of the term and a learning appraisal during the semester, of varying lengths. These exercises encourage you to reflect on what you learn and to identify the most significant personal and professional lessons of the experience.

### ***Clinical Essay***

You will complete a 10 page clinical essay, developing an insight derived from your placement by using two of the readings assigned for the class.

### ***Interviews***

You will have two conversations with me during your placement, once roughly half way through your time on site, the second after you have completed your work. This will include a visit to your placement where I will meet with both you and your supervisor.

### ***Work Product***

You will provide us at least one written project, which should have occurred in the normal course of work. This permits us to review the quality of your written work on site.

### ***Grades, Credits and Professional Skills***

All of the credits that you receive in this course count towards graduation. You will receive a grade that will affect five of the ten credits; the other five are counted as pass / fail.

Credits earned during in the Civil Clinic count towards the overall law school limit of 16 hours that you may earn in courses designated as 'clinical' credit.

Finally, all of the credits earned in this course count towards the Law School's professional skills requirement.

## ***Summary List of Placements***

This page contains a summary list of placements available for the Atlanta Semester-in-Practice program. The following pages contain fuller descriptions of each placement.

### ***Judicial Placements***

Georgia Supreme Court: Justice Blackwell  
Georgia Supreme Court: Justice Hines  
Georgia Supreme Court: Justice Nahmias  
Georgia Court of Appeals: Judge Ray  
United States District Court: Judge Jones  
United States District Court: Judge May  
United States District Court: Judge Story  
United States Bankruptcy Court: Judge Bonapfel  
Fulton County Superior Court: Judge Wendy Shoob

### ***Governmental Placements***

Georgia Governor: Office of Executive Counsel  
Georgia Attorney General  
Centers for Disease Control (Office of General Counsel / Public Health Law Program)  
EEOC - Hearings Officer: Judge Layton  
Environmental Protection Agency  
Federal Trade Commission  
Securities and Exchange Commission  
United States Department of Veteran's Affairs  
United States Attorney

### ***Legislative Placements***

Senate Democratic Caucus  
House Democratic Caucus

### ***Private Non-profit***

Access to Law  
American Civil Liberties Union  
Atlanta Legal Aid  
Carter Center  
DeKalb County Child Advocate  
Federal Public Defender  
Georgia Innocence Project  
Georgia Justice Project  
Georgia Law Center for the Homeless  
Lambda Legal  
Latin American Association

## *Judicial Placements*

### ***Georgia Supreme Court: Justice Blackwell***

Students clerk for Justice Blackwell of the Georgia Supreme Court. Students work under the supervision of other law clerks, and have regular direct contact with the Justice.

Students observe oral arguments, participate in discussions of cases, and assist in preparing bench briefs for use by the Court in oral arguments.

**Prerequisites:** Top 15% of class; law review / law journal.

### ***Georgia Supreme Court: Justice Hines***

Students clerk for Justice Hines of the Georgia Supreme Court. Students work under the supervision of other law clerks, and have regular direct contact with the Justice. Students observe oral arguments, participate in discussions of cases, and assist in preparing bench briefs for use by the Court in oral arguments.

**Prerequisites:** Demonstrated excellence in research / writing.

### ***Georgia Supreme Court: Justice Nahmias***

Students clerk for Justice Nahmias of the Georgia Supreme Court. Students work under the supervision of other law clerks, and have regular direct contact with the Justice.

Students observe oral arguments, participate in discussions of cases, and assist in preparing bench briefs for use by the Court in oral arguments.

**Prerequisites:** Top 25% of class.

**Supporting materials required:** transcript; writing sample of 10 pages or less.

### ***Georgia Court of Appeals: Judge Ray***

Students clerk for Judge Willy Ray of the Georgia Court of Appeals. Students work under the supervision of other law clerks, and have regular direct contact with the Justice.

Students observe oral arguments, participate in discussions of cases, and assist in preparing bench briefs for use by the Court in oral arguments.

**Prerequisites:** Top 1/3 of class.

**Supporting materials required:** transcript.

### ***U.S. District Court: Judge Jones***

Students work as law clerks for United States Federal District Court Judge Steve Jones.

Students observe trials and other proceedings, and engage in research and writing under the direct supervision of law clerks and the judge.

**Prerequisites:** Top 1/3 of class.

**Supporting materials required:** transcript; writing sample of 10 pages or less.

### ***U.S. District Court: Judge May***

Students work as law clerks for United States Federal District Court Judge Leigh Martin May. Students observe trials and other proceedings, and engage in research and writing under the direct supervision of law clerks and the judge.

**Prerequisites:** Top 15% of class; law review / law journal.

**Supporting materials required:** transcript; writing sample of 10 pages or less.



***U.S. District Court: Judge Story***

Students work as law clerks for United States Federal District Court Judge Richard Story. Students observe trials and other proceedings, and engage in research and writing under the direct supervision of law clerks and the judge.

**Prerequisites:** Demonstrated excellence in research and writing.

***US Bankruptcy Court: Judge Bonapfel***

Students work as law clerks for United States Bankruptcy Court Judge Paul Bonapfel. Students observe trials and other proceedings, and engage in research and writing under the direct supervision of law clerks and the judge.

**Prerequisites:** Demonstrated excellence in research and writing.

**Supporting materials required:** writing sample of 10 pages or less.

***Fulton County Superior Court: Judge Wendy Shoob***

Students work as law clerks for Fulton County Superior Court Judge Wendy Shoob. The Superior Court is the trial court of general jurisdiction, hearing all types of civil matters. It has exclusive jurisdiction over felonies and divorces. Students observe trials and other proceedings, and engage in research and writing under the direct supervision of law clerks and the judge.

**Prerequisites:** Top 50% of class.

**Supporting materials required:** transcript; writing sample of 10 pages or less.

## *Governmental Placements*

### *Georgia Governor: Office of Executive Counsel*

The Office of Executive Counsel for the Georgia Governor advises the Governor on legal matters, including pending legislation, inter-governmental relations, and a wide range of public initiatives. Students work directly with the Executive Counsel and have regular contact with senior administrators in the Governor's office.

### *Georgia Attorney General*

The Georgia Attorney General's office handles a wide range of legal work on behalf of the government of the State of Georgia. Students will work in one of six divisions: Regulated Industries and Professions; Commercial Transactions and Litigation; Criminal Justice; General Litigation; Government Services and Employment; and Special Prosecutions. Practice areas include litigation in both judicial and administrative forums, and transactional work. Student work includes research, writing, investigation, negotiation and, as appropriate, practice under the relevant student practice rules. Students may express a preference for their area of interest. For further information, see: [http://www.georgia.gov/00/channel\\_title/0,2094,87670814\\_88307197,00.html](http://www.georgia.gov/00/channel_title/0,2094,87670814_88307197,00.html)  
After screening, students must also apply at [law.ga.gov](http://law.ga.gov).

### *Centers for Disease Control (Office of General Counsel / Public Health Law Program)*

Students will divide their time between the Office of General Counsel and the Public Health Law Program. CDC has been dedicated to protecting health and promoting quality of life through the prevention and control of disease, injury, and disability. We are committed to programs that reduce the health and economic consequences of the leading causes of death and disability, thereby ensuring a long, productive, healthy life for all people. Students working in the Office of General Counsel engage in legal activities in support of the CDC's mission.

In the Public Health Law Program (PHLP), students work to advance the use of law as a public health tool. PHLP provides services and resources such as technical assistance, publications, and workforce development to CDC programs and state, tribal, local, and territorial health departments. The program features: work experience on one or more core projects with mentorship from a CDC PHLP staff attorney; exposure to a complex, government work environment and a team of public health lawyers with diverse expertise; involvement in work projects that impact the mission of PHLP and CDC; opportunities to co-author published articles and other materials; communication and mentorship with a dedicated preceptor throughout the externship experience; active participation in weekly PHLP staff meetings; and opportunities to showcase experiences in an end of externship presentation.

**Prerequisites:** Preference for 3L's; demonstrated interest in public health law and healthcare law, as well as governmental and municipal law.

***EEOC - Hearings Officer: Judge Layton***

EEOC Administrative Judge Layton hears and decides cases involving a variety of claims, with specific stress on employee claims against governmental agencies. Students work directly with Judge Layton in preparing cases for hearing and decision, including file review, fact organization and development and legal research.

***Environmental Protection Agency***

Students work in an organized externship program within the primary federal regulatory and enforcement agency on environmental issues. The placement offers an excellent opportunity to learn about environmental issues from the governmental standpoint, and to understand the full mechanics of environmental regulation, from drafting to enforcement.

**Supporting materials required:** writing sample of 10 pages or less.

***Federal Trade Commission***

Students work in a federal agency charged with enforcing a range of federal statutes regarding trade and consumer protection. Students engage in legal research and writing, case development, investigation and case assessment.

**Supporting materials required:** transcript; writing sample of 10 pages or less.

***Securities and Exchange Commission***

The Atlanta Office of the S.E.C. offers students the opportunity to work in monitoring and enforcing compliance with the federal securities laws. Students will engage in a wide range of different activities, from research and writing, to preparation of case plans and files, to observation of negotiation, litigation and other work.

***United States Department of Labor: Solicitor's Office***

The United States Department of Labor handles labor relations issues for the United States government. Students gain exposure to the full range of federal regulatory activities, and participate actively in researching and developing cases for merit evaluation and further action.

***United States Department of Veteran's Affairs***

Students work in the United States Department of Veteran's Affairs in Atlanta. Work includes research on a wide range of issues relating to the operations of the Veteran's Administration, as well as on legal issues of relevance to veterans nationwide.

***United States Attorney***

The Civil Division of United States Attorney's office allows third-year students to work as interns for two semesters in an organized program of litigation support and third year practice. Students are assigned to a particular component of the office, and practice under the supervision of an Assistant U.S. Attorney. **Note:** federal security check required.

**Prerequisites:** 3L's only; Evidence and Trial Practice preferred.

## *Legislative Placements*

### *Senate Democratic Caucus*

Students work for legislators in the Georgia Senate, in support of a legislative caucus. Students work to collect and report on the legal dimensions of pending legislation, and to provide practical support to legislators during the legislative session. Intensive work during the legislative session. Spring only.

### *House Democratic Caucus*

Students work for legislators in the Georgia House, in support of a legislative caucus. Students work to collect and report on the legal dimensions of pending legislation, and to provide practical support to legislators during the legislative session. Intensive work during the legislative session. Spring only.

## *Private Non-profit Placements*

### *Access to Law*

Students work on a wide range of immigration cases, including: deportation; family petitions; U-Visa victims; or abandoned or abused children. Other case work includes family and limited criminal work on behalf of immigrant families. Students work with lawyers in a distinctly holistic approach, with legal work integrated into collaboration with a wide variety of other community service providers. Spanish speaking welcome but not required. Website: <http://accesstolawfoundation.org/>

### *American Civil Liberties Union*

The ACLU performs civil and criminal litigation focusing on the civil rights of claimants across a diverse range of interests and concerns. Students will gain insight into the process or public interest litigation, and will have direct exposure to the processes of fielding complaints, developing cases for trial and in-court litigation. The ACLU's current activities include a substantial appellate litigation initiative, legislative advocacy on behalf of civil liberties, and "know your rights" public education campaigns.

### *Atlanta Legal Aid*

Atlanta Legal Aid operates a general poverty law practice, including focus on housing, domestic relations, public benefits and consumer law. It also has a range of special projects focusing on a range of issues including: abusive high interest rates; mental health; legal clinics for the homeless; outreach to the Hispanic community around domestic violence & public benefits; AIDS; and a senior citizens law project, including an ombudsman unit which focuses on conditions of residents in nursing homes and personal care homes. Students will work in one of these areas depending on Legal Aid's needs. Students will engage in all aspects of this work, and will have ample opportunity to observe the practice of poverty law in a large urban setting.

### *Carter Center*

The Carter Center is guided by a fundamental commitment to human rights and the alleviation of human suffering. It seeks to prevent and resolve conflicts, enhance freedom and democracy, and improve health. The Center emphasizes action and measurable results. Based on careful research and analysis, it is prepared to take timely action on important and pressing issues. Students can work in programs focused on peace, democracy, conflict resolution, human rights, and a wide range of health initiatives. **Note:** Students must fill out the Carter Center's internship application, available online at <http://www.cartercenter.org/involved/internship/programs.html>. We will follow up to help to assure that decisions are made in time to participate during the spring.

### *Dekalb County Child Advocate*

Students work in a juvenile court context, providing representation, counsel and advice for children engaged in juvenile court process, primarily in abuse and neglect cases. Workload includes investigation, case assessment, preparation of plans and oral presentation of plans in court. Opportunity for practice under the student practice rules.

### ***Federal Public Defender***

Students work in an organized program with an agency designated to provide representation for the indigent accused of crimes. Work includes support and work for trial and appellate litigation, in the context of an actively collaborative practice of criminal law.

**Prerequisites:** Demonstrated interest in criminal defense work.

**Supporting materials required:** writing sample of 10 pages or less.

### ***Georgia Innocence Project***

The Georgia Innocence Project is a nonprofit organization dedicated to helping individuals who have been convicted of crimes they did not commit. The Project works to secure post-conviction DNA testing for Georgia and Alabama inmates where DNA analysis could prove guilt or innocence and adequate DNA testing was not available at trial. Students will work on all phases of obtaining post-conviction relief. No opportunity for student practice.

### ***Georgia Justice Project***

The Georgia Justice Project represents a unique program, offering criminal defense and social support to people caught in the criminal justice system. In addition to criminal defense work, the Project works with clients on all of the social and personal needs they may face, in an effort to provide them with a firm basis for life outside the system.

### ***Georgia Law Center for the Homeless***

The Georgia Law Center for the Homeless represents homeless people in administrative and judicial proceedings of a civil nature, including housing, family, and employment law. The Law Center's seeks to provide free, quality civil legal services to homeless people and to play a leadership role in addressing the issues underlying homelessness. Law Center staff performs outreach by visiting homeless shelters, transitional housing, and community kitchens on a regular basis. Interns assist in client intake, legal research, case assessment, preparing legal documents, and preparing for hearings. Opportunities exist for practice under student practice rules.

### ***Lambda Legal***

Lambda Legal is a national organization committed to achieving full recognition of the civil rights of lesbians, gay men, bisexuals, transgender people and those with HIV through impact litigation, education and public policy work. Lambda Legal carries out its legal work principally through test cases selected for the likelihood of their success in establishing positive legal precedents. Students working at Lambda Legal will assist that Atlanta regional office with pending litigations and other advocacy.

### ***Latin American Association***

The Latin American Association offers comprehensive immigration legal services in the areas of deportation defense, family based immigration, and petitions for immigrant victims of crime. Students work under close supervision on immigration issues of vital importance to immigrant individuals and families.