

M E M O R A N D U M

TO: Students Interested in the Judicial Extern Program

RE: Registration for Fall Semester, 2007

1. The requirements of the Judicial Extern Program are at least one hundred hours of work in your placement, at a rate not to exceed ten hours per week, and attendance at weekly classroom component sessions. Both are mandatory. Remember to sign up for both the one-credit Judicial Extern Class and the two-credit Judicial Extern Field Placement.
2. The work performed by a judicial extern is essentially the same as that performed by a law clerk to a judge. It usually involves preparing memoranda on cases, reviewing case files, drafting opinions and orders, and attending trials, hearings, and conferences. The precise tasks performed, however, will depend upon the type of court and style of the judge. A statement of the educational objectives of the program is attached.
3. In assigning placements for judicial externs, we attempt to match the needs of the judge or court and the student's interests and capabilities, as reflected in the statement of interest, coursework, grades, career plans, recommendations, specific conditions set by the judges, and any discussions you have had with me. Some judges also require an interview. Even if you have discussed a potential placement with me, you must submit the formal registration forms, a resume, and a transcript. You will not be considered for placement unless and until your registration is complete.
4. Academic credit is awarded only for fieldwork completed under the auspices of the Judicial Extern Program. Voluntary or compensated work will not qualify for credit. Field and course work must be completed concurrently. In very exceptional circumstances, fieldwork may be done at a time when taking the classroom component at the same time would be impossible.
5. Please list no fewer than five choices in order of interest. If you plan to drop the class if you do not get your first or second choice, please make only that many choices and clearly state at the bottom of the preference form that you will not accept any placement other than those indicated.
6. Placements are made as early as possible before the semester starts. Some federal district court judges require interviews, however, which can draw the placement process out to early in the semester. I will notify you by e-mail, if possible, of your placement.
7. The assignment process becomes difficult if a student drops the course after a judge has been informed of an assignment. As a courtesy to the judges and your fellow students, please let me know as soon as you decide not to continue in the class, but no later than the limited enrollment drop-add date.
8. If circumstances change after you have handed in your registration materials, please let us know as soon as possible.

Judicial Extern Program
University of Cincinnati College of Law

Educational Objectives

The College of Law has established the Judicial Extern Program to provide educational opportunities to its students not available in any other type of classroom or extracurricular activity in law school. The purpose of this memorandum is to set out the objectives of the program so that both students and judges can maximize the benefits available to all participants.

1. For the students.

The first and foremost objective of the Judicial Extern Program is skills training. Most judicial externs prepare a variety of written documents including legal and factual memoranda, draft opinions, and orders. These writing opportunities provide the students with real life experiences that may affect the disposition of actual cases. For this reason, the accuracy and clarity of the writing is crucial. Other opportunities may include observing lawyers performing a variety of tasks including written and oral advocacy, dealing with facts and making a record, participating in settlement conferences, and interacting with judges, court staff, other lawyers, witnesses, and clients. In addition, externs will have an inside view of the judicial process, learning not only how the courts function, but also what influences a judge to rule in a particular way. Few law school experiences can provide so many benefits directly related to the professional development of a prospective lawyer.

Other objectives are mainly pertinent to those who may be interested in a judicial clerkship. Serving as a judicial extern will give a taste of what a judicial clerk does to help the student decide whether a clerkship is a career goal that the student wishes to pursue. Also, an externship provides the most relevant training for a clerkship. Finally, even for those who decide not to clerk, a judicial externship is a strong addition to a student's resume.

2. For the Judge.

Although the primary focus of the judicial Extern Program is the educational benefits to be gained by students, the program has substantial benefits to the judges and courts that accept judicial externs. The externs can help reduce the workload of the judge or judge's law clerk. It also gives judges exposure to bright and enthusiastic law students who bring with them the values and concerns of current law students. Most judges get substantial satisfaction from the educational and mentoring role that is inherent in the program. In some instances, judges may use the extern program as a means to locate a clerk.

The Judicial Extern Program is an example of experiential learning that comes under the broad heading of clinical legal education. Crucial to the success of the Judicial Extern Program are the assignment of meaningful tasks to the externs and supervision and the evaluation of the externs by the judges and their staffs. To a large degree, a judicial extern placement is valuable to the extent that the judge monitors the type of work that the extern is performing and comments on the extern's performance of the various duties assigned. Only in this way can the objectives of the judicial extern program be met.

Similarly, the students must spend time reflecting on their experiences, asking after each task whether they understood its nature and importance, utilized all available resources, and completed it in a timely manner and to the satisfaction of the judge. Other reflections should include how the task fit into the judicial process, the quality of the performance of the lawyers involved, and whether justice was served in the case. Particularly important, the students must consider the implications of the extern experience on their future professional activities. For all these reasons, the judicial extern program incorporates a classroom component to provide the students with an opportunity to consider these questions in the context of their own experiences and those of other students.

JUDICIAL EXTERN PROGRAM
Registration Form — Fall Semester 2007

Student's Name _____ Class: 2L 3L Flex

U.S. District Court, Southern District of Ohio -- Cincinnati (interviews required)

District Judges:	Beckwith (prefers 3L)	_____
	Dlott	_____
	Spiegel	_____
	Barrett	_____
	Weber	_____
Bankruptcy Court:	Aug	_____
	Hopkins (Bankruptcy course required)	_____
Magistrate Judge:	Hogan	_____

U.S. District Court, Eastern District of Kentucky -- Covington

District Judges:	Bunning	_____
	Bertelsman	_____
Magistrate Judge:	Wehrman	_____

Ohio Supreme Court: Chief Justice Thomas J. Moyer
(interview and weekly trip to Columbus required)

Ohio Court of Appeals

Hamilton County:	Painter (3L preferred)	_____
Butler County:	Manning (Court Administrator)	_____

Hamilton County Court of Common Pleas: Nadel

	Martin (interview required)	_____
	Ruehlman (interview required)	_____
	West (interview required)	_____

Hamilton County, Other Divisions:

Domestic Relations Division:	Magistrate King	_____
Juvenile Court Division:	TBA	_____
Probate Court:	TBA	_____

Hamilton County Municipal Court: Mattingly

U.S. Dept. of Labor, Administrative Law Judge: Kane

Social Security Administration, Administrative Law Judge: Kelly

Clermont County Common Pleas Court: Ringland

Clermont County Municipal Court: Miller

Warren County Court of Common Pleas, Domestic Relations: Flannery
