



Application to Become a Field Placement Site Questionnaire

- 1.) What is your name:
- 2.) What is the name of the possible field placement site (office name, organization, etc.)
- 3.) I am

interested in participating in the Field Placement Program on a reoccurring basis.

interested in participating in the Field Placement Program when I have the demand by emailing the Clinic Coordinator at cliniccoordinator@umassd.edu to inform the FP staff of available opportunities.
- 4.) Name of the attorney who will be supervising the law student? (Please note that the field supervisor must be a licensed attorney, who is in good standing with at least five years of legal experience.
- 5.) Please list any other attorneys in your office (who are eligible) that are also interested in supervising field placement law students?
- 6.) Can you provide a law student with 130 or 170 hours of substantive, supervised legal work during the entire semester (approximately 10-12 hours per week)? (circle) Yes/No
- 7.) Please list all of the areas of law that your office practices.
- 8.) Please check the box beside each skill and value you expect your law student to develop during the course of his/her placement with your office.

identifying legal issues and researching them thoroughly and efficiently;

legal writing, memoranda, briefs, etc.

drafting legal documents;

interviewing and counseling clients;

trial preparation;

participating in factual investigations;
representing a client consistently with applicable ethical standards;
communicating effectively, orally and/or in writing;
drafting legislation;
participating in depositions;
preparing and responding to discovery;
negotiating in a dispute=resolution or transactional context;
mediation between adverse parties;
employing or advising a client about the option of litigation and alternative dispute resolution;
representing a client consistently with applicable ethical standards.

9.) Please list your website url.

10.) Please supply a detailed job description for the law student.

11.) What would you like to receive from interested law students?

Cover Letter

Resume

Unofficial Transcript

Writing Sample

Other: _____

12.) How do you prefer that the student contact you to apply and/or with any questions about placements with your office?

I prefer that law students call me at _____ (telephone number) to discuss their interest and questions with me.

I prefer email inquires with the above documents attached sent to _____ (email address).

I prefer that law student call or email me at their preference at the following _____ Telephone Number

_____ Email Address

- 13.) I would like to receive any applications by the following deadlines:
- 14.) Applications should be addressed to (name of point of contact, address, email address, telephone number).
- 15.) Are there any other details that you would like us to know?

Date

Signature

Name (typed or printed)

Position Title

Name of Firm, Office, Organization, etc.

Address

Telephone/Email

Please return this completed questionnaire to:

Crystal Desirey, Clinical Program Coordinator

UMass Law

333 Fauce Corner Rd.

N. Dartmouth, MA 02747

Telephone: 508-985-1174

Email: cliniccoordinator@umassd.edu