

**University of Massachusetts School of Law – Dartmouth  
Field Placement Application Form**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
E-Mail \_\_\_\_\_@umassd.edu Program: Day \_\_\_\_\_ Evening \_\_\_\_\_  
Check Semester applying for: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year \_\_\_\_\_

**\_\_\_\_\_ \*Law 639 Field Placement (3-4 credits)**

**Prerequisites for the following: 30 credits;  
Pre or Corequisite: Law 525 Professional Responsibility**

**Check one of the following:** \_\_\_\_\_ 3 credits  
\_\_\_\_\_ 4 credits

**Check on of the following:**

\_\_\_\_\_ Law Office (GPA of at least a 2.3)  
\_\_\_\_\_ Judicial Placement (GPA of at least a 3.0; writing sample must be attached)

**Required:**

Please see: <http://www.umassd.edu/law/clinics/forms/>  
and check (✓) that you have read the following:

\_\_\_\_\_ Field Placement Memorandum of Understanding  
\_\_\_\_\_ FPP Policies and Procedures Manual

Also required:  
Resume Attached \_\_\_\_\_

**\_\_\_\_\_ \*Law 693 Advanced Field Placement (3-4 credits)**

**Prerequisite: Law 639 Field Placement Program**

**Check one of the following:** \_\_\_\_\_ 3 credits \_\_\_\_\_ 4 credits  
\_\_\_\_\_ Judicial Placement (GPA of at least a 3.0; writing sample must be attached.)

**Check one of the following:**

\_\_\_\_\_ Law Office (GPA of at least a 2.3)

Seminar Location (if applicable) \_\_\_\_\_

**Some placements may require MA, Rule 3:03/RI, Rule 9 Approval.**

**Participation may be subject to a criminal records check (CORI). If students have any concern they should speak with the Director of Clinical Programs and Experiential Learning, Margaret Drew.**

*\* This course does not count toward the 65 credit hours in regularly scheduled class sessions as a condition for graduation; a student may not earn more than 25 credits of instruction in these courses for the JD completion.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

I authorize the Law Enrollment Center to attach my transcript to my application.

**LEC Office Only:** Practice course required for degree? YES \_\_\_\_\_ NO \_\_\_\_\_ Grad Date: \_\_\_\_\_

Course Professor's Signature \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Wait list \_\_\_\_\_

# Registration Information

## Important Dates and Information:

### **Field Placement Course Enrollment requires an Application Form.**

Students interested in registering for a Field Placement should visit the [Field Placement](http://www.umassd.edu/law/academics/clinics/field-placements/) web page for Field Placement details and application.

<http://www.umassd.edu/law/academics/clinics/field-placements/>

### **Students are allowed to register for one Field Placement or one Clinic per semester.**

**Priority registration is used for enrollment in Clinic, Field Placement and Practice Courses.** To be considered for priority registration, your application must be submitted by the close of priority registration. Late applications will be considered on space availability basis **only after** priority applications are reviewed.

Application may be submitted to the Law Enrollment Center (LEC) by:

Hard copy

Fax 508-985-1104

Email to [LEC@umassd.edu](mailto:LEC@umassd.edu)

Priority enrollment is based on the following criteria:

1. Application submitted on time.
2. Date of graduation, as students who are closest to graduation will be given priority.

Steps for a smooth enrollment process:

1. Check your email for registration confirmation and/or requests for further information.
2. Register for the classes you will take if you do not get into clinic or field placement.

**To be considered for priority your application must be received by the close of priority registration.**

For more information on Clinical Programs and Experiential learning, visit

<http://www.umassd.edu/law/academics/clinics/>

## **Student Commitment**

**Your commitment when enrolling in the Field Placement course is an indication of the professional responsibility you will be entrusted with in your professional placement.** By accepting a Field Placement you agree to waive the ability to drop the placement during the drop /add period. Dropping a Field Placement may be done only in the event of an unforeseen emergency or under the most extraordinary of circumstances and must be approved by the faculty member teaching the course. A letter explaining your reasons for the drop must be submitted to the LEC at [LEC@umassd.edu](mailto:LEC@umassd.edu) and to the faculty member teaching the course.