



Residence Externship: Semester-in-Practice

A. Organization

1. Name:
2. Address:

3. Contact email & tel. no.:
4. Primary Field Supervisor¹:

Additional supervision may be provided by (list field supervisor names and titles):

5. Description of Organization's Practice and/or Mission: (Please use additional pages as needed; You may also provide a link to information found on your organization's website.)

B. Educational Goals and Description of Work:

Please identify the educational goals that a student would work toward achieving while externing with you and describe the type of duties/assignments that you anticipate the student to perform to fulfill these goals. (Please use separate or additional pages if desired.)

¹ A field supervisor must have at least 3 years of experience and be a member in good standing with the appropriate jurisdictional bar. (If the opportunity is non-traditional, JD advantaged, the field supervisor must have a JD.) Additionally, the field supervisor should not have been subject to sanctions either by a court or state (jurisdictional) bar. If the field supervisor has been sanctioned, please attach a brief statement providing the date and nature of the sanction.

Students can work with more than one field supervisor, but there should be a primary field supervisor who will oversee and evaluate the student's experience and performance, and be available to communicate with the school as necessary.

C. Commitment to Program: We/I understand that the Extern Program is an academic program and to this end:

1. Commit to the educational goals of the program and will ensure that the externship is of substantial educational value, assigning tasks that are representative of the field supervisor's typical day's work, including opportunities to observe that work, and providing instruction and feedback throughout the process;
2. Have read the *Residency Program: Semester-in-Practice Overview* and agree to fulfill the field supervisor's responsibilities;
3. Will sign and return to the school the *Residency Program: Semester-in-Practice Externship Agreement* once a residency externship is offered to a student; and
4. Commit to being available to discuss the student's performance both during and at the end of the semester with both the student and school.

Submitted by: _____
Field Supervisor/Contact Name

Date: _____