

Externship Program-Information for Students

The Externship Program allows you to earn credit while gaining legal experience that will stand out on your resumes. You will gain hands-on lawyering experience working with and as lawyers in real office settings. Placement areas can be in private firms, corporations, government offices, public interest/legal aid offices, judicial placements, and non-traditional placements. All work must be performed under the direct supervision of an attorney and are generally for one academic semester. Placements may be paid or unpaid and can be in person or remote.*

Requirements:

JD Residential (JDr):

Open to 2L and 3L students. 1L students are eligible for an externship the summer after their first year. Professional Responsibility is a pre/co-requisite class to any externship. Participation in the accompanying, one credit externship seminar is required.

JD Interactive (JDi):

Open to JDi students in their 5th semester or later for summer, spring or fall. Three (3) credits of externship placement are required as part of the JDi curriculum. Professional Responsibility is a pre/co-requisite class to any externship. Participation in the accompanying, one credit externship seminar is required.

Externship Hours:

Students select their externship credits based on their overall class schedule and in consultation with their placement supervisors. You must register for at least 2 credits of externship hours. Externship hours must be completed between the first day of the semester and the last day of the semester. Hours cannot be carried over from one semester to another.

For enrollment of 2-6 credits, 1 credit equates to 50 hours:

2 credits-100 hours / 3 credits-150 hours / 4 credits-200 hours / 5 credits-250 hours / 6 credits-300 hours

For enrollment of more than 6 credits, 1 credit equates to 45 hours:

7 credits-315 hours / 8 credits- 360 hours / 9 credits-405 hours / 10 credits-450 hours / 11 credits-495 hours

Full time JDi: 10 credits-450 hours / Full time JDr: 12 credits-540 hours

Family & Elder Law Practicum

The Family & Elder Law Practicum offers you the opportunity to focus your externship experience on family law practice, which includes opportunities to advocate for and protect children's rights and serving those aged 60 and over and who are of low or moderate incomes. This focused externship will be delineated as such on your transcript.

Externship Process:

1. Once you have secured an externship placement, e-mail lawexternships@syr.edu for approval; provide the placement name, supervisor name and expected credits.
2. The student must sign and return the **Student Agreement Form** to lawexternships@syr.edu
3. The placement must sign and return the **Memorandum of Agreement** to lawexternships@syr.edu
4. Register for the one-credit seminar and appropriate externship (see on reverse side).

*Students may seek permission to extern at the same placement over multiple semesters if their work is **substantially different** or **more advanced** in the repeated semester. A brief written memorandum on this issue is required.

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Externship Registration:

JD Residential (JDr):

→ In-person externships:

For externships placements throughout **CNY**, register for:

- CNYEx: Law 921, **or**
- Family & Elder Law Practicum (CNY): Law 921, **and**
- CNY Externship Seminar: Law 920 (one credit)

For externships placements in **DC**, register for:

- DCEX: Law 902, **or**
- Family & Elder Law Practicum (Away): Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For externships placements in **NYC**, register for:

- NYCEX: Law 902, **or**
- Family & Elder Law Practicum (Away): Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For externships placements in **Philly**, register for:

- PhillyEx: Law 902, **or**
- Family & Elder Law Practicum (Away): Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For externships placements in **locations outside of CNY, DC, NYC, or Philly**, register for:

- FlexEx: Law 902, **or**
- Family & Elder Law Practicum (Away): Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

→ Remote/Fully Virtual externships:

For remote externships placements throughout **CNY**, register for:

- CNYEx Remote: Law 921, **or**
- Family & Elder Law Practicum (CNY) Remote: Law 921, **and**
- CNY Externship Seminar Law: 920 (one credit)

For remote externships placements in **DC**, register for:

- DCEX Remote: Law 902, **or**
- Family & Elder Law Practicum (Away) Remote: Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For remote externships placements in **NYC**, register for:

- NYCEX Remote: Law 902, **or**
- Family & Elder Law Practicum (Away) Remote: Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For remote externships placements in **Philly**, register for:

- PhillyEx Remote: Law 902, **or**
- Family & Elder Law Practicum (Away) Remote: Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

For remote externships placements in locations **outside of CNY, DC, NYC, or Philly**, register for:

- FlexEx Remote: Law 902, **or**
- Family & Elder Law Practicum (Away) Remote: Law 902, **and**
- Away Externship Seminar: Law 901 (one credit)

JD Interactive (JDi):

→ In-person or fully remote externships:

Register for:

- JDi Externship Placement: Law 902, **or**
- JDi Family & Elder Law Practicum: Law 902, **and**
- JDi Externship Seminar: Law 901 (one credit)

If you need assistance with securing a placement, please e-mail lawexternships@syr.edu for a counseling appointment.