

# **ACADEMIC-YEAR EXTERNSHIP PROGRAM COURSE #795**

**FALL, 2012**

## **APPLICATION PACKET**

The University of Alabama School of Law (Law School) is committed to offering its students the highest quality of legal education. In fulfillment of that goal, the Law School recognizes the value of employing a variety of methodologies and experiences. One such experience is the placement of students in practical legal settings outside of the Law School.

Externships assist the Law School in meeting its overall educational objective by permitting students to engage in the practical application of the legal knowledge gained in the classroom and practical skills learned in the classroom and in clinical settings. Externships provide students with an environment in which they can test the theories which they have learned in Law School and obtain verification of the practical application of the body of law and legal skills taught by the Law School. The supervision by field instructors and by Law School faculty additionally increase that student's level of knowledge in both substantive law and in development of legal skills. Externships further enhance a student's learning opportunities by offering "real life" problems, including professional responsibility issues, that are difficult to simulate or replicate through traditional classroom experiences.

Educational Objectives. Participation in the Judicial Externship Program fulfills the educational objectives of the Law School in several ways.

1. Enhancement of legal research and writing skills. Students are expected to engage in legal research and writing on complex issues involving constitutional, statutory, and procedural law. Students will generally have the opportunity to prepare bench memoranda, drafts of orders or opinions, or otherwise assist the judge with legal research and writing tasks.
2. Knowledge of the federal or Alabama judicial system. Students will gain valuable knowledge and insight into the workings of various stages of the federal or Alabama justice system. This knowledge helps provide an understanding of the mechanics of how cases are handled by the courts and of the practical needs of the justice system.
3. Enhancement of knowledge of substantive and procedural law. Students learn procedural (including evidentiary) and substantive law through observation of trials and hearings and by assisting the judge and staff with court proceedings.

4. Appreciation of professional responsibilities. Students are exposed to practical ethical and professional responsibility issues. The type, variety, and complexity of these issues, coupled with the student's own involvement with the case, aid students in obtaining greater comprehension of and respect for the standards by which they must practice.
5. Acquisition of practical knowledge. Students also benefit from learning the customs and courtesies that exist among lawyers but which generally do not lend themselves to teaching through most law school courses.

Because of rules governing actual or potential conflicts of interests, a student's outside legal employment or other law-related activities could disqualify the student for some judicial placements. Please see Professor Emens or Professor Quarles, the Judicial Externship Program Co-Directors, if you have any questions.

Please keep in mind that timely submission of all course requirements and attendance at all scheduled classes is mandatory. Failure to comply will result in a penalty.

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1. Course Requirements.
2. List of Available Placements.
3. Schedule for Academic-Year Externship Program Application Process.

***Please be advised that pursuant to Law School policy  
a student may take up to two externship courses  
for not more than 7 credit hours.***

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UNIVERSITY OF ALABAMA SCHOOL OF LAW  
COURSE # 795**

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**II. COURSE REQUIREMENTS:**

1. Work in the judge's chambers for at least eight hours per week for twelve weeks during the Fall 2012 semester and receive a favorable evaluation from the judge.
2. Attend three, 2-hour class sessions. Classes are usually scheduled for Sunday evenings; times and dates TBA.
3. Complete two, 3-4 page Reflective Essays (see guidelines below) during the placement, one at the end of the fourth week of the semester and the other about one-half way through the placement. Due dates: TBA

4. Complete a 12-14 page Externship Paper (see guidelines below) and a course evaluation at the end of the placement.
5. Please keep in mind that timely submission of all course requirements and attendance at all scheduled classes is mandatory. Failure to comply will result in a penalty.
6. This course is graded on the High Pass/Pass/D/Fail scale. Students must comply in full with all course requirements to receive a "Pass" grade. Up to one-third of students in the course may receive a "High Pass" grade for outstanding performance on work in the judge's chambers and on written assignments.

### **III. GUIDELINES FOR REFLECTIVE ESSAYS:**

- Each Reflective Essay should be 3-4, double-spaced pages (1050-1400 words).
- Each Reflective Essay should be in three parts:

Part I should briefly describe what the extern has been working on and participating in during the externship (or since the last reflective essay). This Part should be less than 1 double-spaced page.

Part II will be the bulk of the essay and should be 2-3 pages double-spaced. A list of topics ("Ideas for Reflective Essays") will be provided by the Directors of the Academic-Year Externship program prior to the due date for the first essay. Each student should choose one topic from the list or can propose an alternative topic to the Directors.

Part III should identify any potential problem(s) with the placement (if any) and should be less than 1 page.

- The Reflective Essay must be emailed by 5:00 pm on the due date to Professors Emens (semens@law.ua.edu) and Quarles (rquarles@quarleslawfirm.com), who will provide comments and questions back within a few days.

### **IV. GUIDELINES FOR EXTERNSHIP PAPER:**

- The Externship Paper should be 12-14, double-spaced pages (4200-4900 words).
- The Externship Paper should be in three parts:

Part I will be the bulk of the Externship Paper. This Part should be at least 8-10 pages and should constitute a research paper addressing two to three legal or ethical issues. Each student should choose the topic(s) from matters observed or worked on

during the externship (omitting names or other references that might breach confidentiality if the matter was not public record). In conducting and writing the research portion of the paper, be sure not to “cut and paste” work done during the externship or in connection with other courses.

This Part should contain the extern's thoughts about some aspect of judging, court procedures, or the practice of law. For example, if the extern sees poor performance by an attorney, one topic might be to look at the standards for ineffective assistance of counsel, incompetent representation, or legal malpractice. The paper could focus on the requirements in the applicable rules of professional responsibility or analyze how ethics boards or courts have treated similar situations. Or, the paper could look at legal standards: when will a judgment be reversed for ineffective assistance of counsel or when will a client be able to recover for malpractice. Or, it could cover both. The topic could even be similar to (but not the same as) those addressed in a reflective essay, but in more depth. The Directors of the Academic-Year Externship Program are happy to help identify a topic.

Part II of the paper should be 2-4 pages. It should describe what the externship experience was like. Include the good and bad experiences (if there are any bad). Be sure to include the names of people who helped during the placement and information about their assistance. This Part should also offer any suggestions for improving the externship program.

Part III should be 2-4 pages and should offer advice for future externs going to the same placement office. Include big and small suggestions.

- The Externship Paper must be emailed to Erica Nicholson (enichols@law.ua.edu), Professor Emens (semens@law.ua.edu), and Professor Quarles (rquarles@quarleslawfirm.com), by 5:00 pm on the due date.

**ACADEMIC YEAR EXTERNSHIPS**  
**Tentative Placements Available for Fall, 2012\***

The Honorable Brad Almond  
Circuit Court Judge  
207 Tuscaloosa County Courthouse  
714 Greensboro Avenue  
Tuscaloosa, AL 35401

The Honorable Paul W. Greene  
United States Magistrate Judge, N.D.AL  
275 Hugo L. Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, AL 35203

The Honorable T. Michael Putnam  
United States Magistrate Judge  
275 Hugo L. Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, Alabama 35203-2000

The Honorable Sharon Lovelace Blackburn  
United States District Court, N.D.AL  
730 Hugo L. Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, AL 35203

The Honorable Virginia E. Hopkins  
United States District Court, N.D.AL  
Hugo L. Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, AL 35203

The Honorable J. Scott Vowell  
Presiding Circuit Court Judge  
370 Jefferson County Courthouse  
716 N. Richard Arrington, Jr. Blvd.  
Birmingham, AL 35203

The Honorable Karon Bowdre  
United States District Court  
519 Hugo Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, AL 35203

The Honorable Helen Shores Lee  
Circuit Court Judge  
Jefferson County Courthouse, Room 330  
716 North Richard Arrington, Jr. Blvd.  
Birmingham, AL 35203

The Honorable W. Keith Watkins  
United States District Court, M.D. AL  
U.S. Courthouse  
1 Church Street, Suite E-300  
Montgomery, AL 36104-4018

The Honorable L. Scott Coogler  
United States District Court, N.D.AL  
Federal Building and U.S. Courthouse  
1118 Greensboro Avenue, Room 316  
Tuscaloosa, AL 35401

The Honorable Philip N. Lisenby  
Circuit Court Judge  
436 Tuscaloosa County Courthouse  
714 Greensboro Avenue  
Tuscaloosa, AL 35401

University of Alabama Athletic Office  
(limited to rising 2Ls)

The Honorable W. Scott Donaldson  
Circuit Court Judge  
318 Tuscaloosa County Courthouse  
714 Greensboro Avenue  
Tuscaloosa, AL 35401

The Honorable John E. Ott  
United States Magistrate Judge, N.D.AL  
268 Hugo L. Black U.S. Courthouse  
1729 5th Avenue North  
Birmingham, AL 35203

The Honorable John H. England, Jr.  
Circuit Court Judge  
225 Tuscaloosa County Courthouse  
714 Greensboro Avenue  
Tuscaloosa, AL 35401

The Honorable Caryl Privett  
Circuit Court Judge  
Jefferson County Courthouse  
716 North Richard Arrington, Jr. Blvd.  
Birmingham, AL 35203

The Honorable Michael G. Graffeo  
Circuit Court Judge  
310 Jefferson County Courthouse  
716 North Richard Arrington, Jr. Blvd.  
Birmingham, AL 35203

The Honorable R. David Proctor  
United States District Court, N.D.AL  
140 Hugo L. Black U.S. Courthouse  
Birmingham, AL 35203

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\* Due to schedule conflicts or other reasons, some listed judges may not be able to participate in the externship program during a particular semester. Also, some judges who are not listed here participate in the program from time to time.

## **FALL, 2012 ACADEMIC-YEAR EXTERNSHIP PROGRAM SCHEDULE**

- February 7, 2012:** Information Session at Noon. Applications, Information Available. (If questions, contact Randy Quarles, Co-Director of Externship Program ([rquarles@quarleslawfirm.com](mailto:rquarles@quarleslawfirm.com); 205-583-4737) or Steve Emens, Co-Director of Externship Program ([semens@law.ua.edu](mailto:semens@law.ua.edu); 348-6231).
- February 7-21:** Application period. Applications are available on-line at <http://www.law.ua.edu/academics/externships/>.
- February 21:** All applications due via online submission. You must then sign up for an interview (in Erica Nicholson's office, Room 343).
- February 27:** Check your email for confirmation of your interview time.
- February 28:** Interviews with Randy Quarles, Co-Director of Judicial Externship Program. Some Judges participating in the program require an additional interview with the Judge, after initial selection for the program.
- March 23:** Anticipated date of notification of Placement Decisions.
- April 2:** Registration for Fall 2012 classes.
- Sunday, August 15:  
6:00-8:00PM** First class for Fall 2012 Externs.