

# Student Legal Intern Agreement

## Admission and Discipline Rule 2.1: Legal Interns

### *Section 1. Requirements.*

- (a) A law student may serve as a legal intern when the following requirements are met:
1. The law student is enrolled in a school accredited pursuant to Admission and Discipline Rule 13;
  2. The law student has satisfactorily completed one-half of the academic requisite for a first professional degree in law;
  3. The law student has received permission of the Dean of the law school to participate in a legal intern program determined to be beneficial to the law student's training pursuant to the guidelines jointly developed by the law schools of this State; and
  4. The law student has completed or is enrolled in a legal ethics or professional responsibility course as set forth in Admission and Discipline Rule 13.

### *Section 2. Length of Intern Status.*

- (a) A law student may serve as a legal intern until graduation from law school or for a lesser period if so designated by the Dean of the law school.

### *Section 3. Certification.*

1. The Dean of a law school sponsoring a legal intern program shall advise the Indiana Supreme Court Board of Law Examiners of those students who qualify to be legal interns.

### *Section 4. Scope of Conduct.*

A legal intern may interview, advise, negotiate for, and represent parties in any judicial or administrative proceeding in this State, provided all activities undertaken are supervised and approved by an attorney who is a member of the Bar of this State. A legal intern shall inform each client of his or her intern status, and that the intern is not a licensed attorney. A legal intern shall not interview any person represented by an attorney without the express permission of such attorney. In no event may a person (including private corporations) be charged for the services of a legal intern acting in a representative capacity. The personal presence of a supervising attorney is required in any proceeding in open court.

## Student Certification

I certify that, under the penalty of perjury, the following statements are accurate and true.

1. I am currently enrolled in a law school accredited pursuant to Admission and Discipline Rule 13.
2. The name of the law school at which I am enrolled is:  
\_\_\_\_\_
3. I have satisfactorily completed one-half of the academic requisite for a first professional degree in law.
4. I have completed or am enrolled in a legal ethics or professional responsibility course as set forth in Admission and Discipline Rule 13.
5. I will graduate in (*Month, Year*): \_\_\_\_\_.
6. I have read Admission and Discipline Rule 2.1 and the Rules of Professional Conduct and agree to abide by them.
7. I understand that the period of this internship lasts only until the date of my graduation from law school, or for a lesser period, if so decided by the Dean of my law school.
8. I understand that should I wish to pursue a legal internship after graduation, I must reapply for that internship pursuant to Admission and Discipline Rule 2.1

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Supervising Attorney Certification

I, \_\_\_\_\_, a member of the Bar of the state of Indiana, agree to supervise the legal intern activities undertaken by \_\_\_\_\_, as required by Indiana Supreme Court Admission and Discipline Rule 2.1.

I certify that, under the penalty of perjury, the following statements are accurate and true.

1. I am a member of the Bar of the State of Indiana.
2. I was admitted to the Bar of the State of Indiana on \_\_\_\_\_.
3. I am presently engaged in the practice of law in the State of Indiana.
4. The student legal intern will engage in the following activities, which I will be directly supervising:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. The student legal intern will work approximately \_\_\_\_\_ hours per week.
6. The student legal internship period will commence on \_\_\_\_\_ and will end on \_\_\_\_\_.
7. I will supervise the student legal intern in accordance with the requirements of Admission and Discipline Rule 2.1 and the Rules of Professional Conduct.

Supervising Attorney Name: \_\_\_\_\_

Supervising Attorney License Number: \_\_\_\_\_ - \_\_\_\_\_

Supervising Attorney Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Certification by Dean of Law School

Law Student Name: \_\_\_\_\_

I certify that, to the best of my knowledge and belief, the following statements are accurate and true.

1. The above-named student is enrolled at a law school accredited pursuant to Admission and Discipline Rule 13, at which I am the Dean.
2. The above-named student has satisfactorily completed one-half of the academic requisite pursuant to Admission and Discipline Rule 13.
3. The above-named student has completed, or is currently enrolled in, a legal ethics or professional responsibility course as set forth in Admission and Discipline Rule 13.
4. The above-named student is eligible to serve as a student legal intern as determined by meeting the guidelines to participate in a legal internship program as jointly developed by the law schools of the state of Indiana.
5. The above-named student is eligible to serve as a student legal intern as authorized by Indiana Supreme Court Rule 2.1.

I hereby give permission for the above-named student to serve as a student legal internship until the date of the student's graduation from law school, or until a date prior to their graduation, listed here \_\_\_\_\_.

Dean of Law School or Designee Name: \_\_\_\_\_

Dean of Law School or Designee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Law School: \_\_\_\_\_

## Contact Information Sheet

### Student Legal Intern

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_

Email Address: \_\_\_\_\_

### Supervising Attorney

Name: \_\_\_\_\_

Attorney License Number: \_\_\_\_\_ - \_\_\_\_\_

Name of Law Firm: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_

Email Address: \_\_\_\_\_

### Dean of Law School

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Law School: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_, ext. \_\_\_\_\_

Email Address: \_\_\_\_\_