

**Office of Clinical  
&  
Pro Bono Programs**

Information for Incoming LL.M. Students



Harvard Law School

**2020-2021**

## Welcome incoming LL.M. Class of 2021!

Congratulations on your acceptance to the Graduate Program of Harvard Law School (HLS) from all of us at the Office of Clinical and Pro Bono Programs (OCP)! We look forward to working with you this upcoming academic year.

HLS Clinics and Student Practice Organizations (SPOs) provide top-quality legal services to those in need and provide our students with outstanding opportunities to learn and to serve the community through representing real clients on real matters under the supervision of our clinical faculty. You can learn more about our program by reading the Office of Clinical and Pro Bono Programs [website](#) and [blog](#).

The Office of Clinical and Pro Bono Programs, under the leadership of Assistant Dean Lisa Dealy, oversees the wide-ranging clinical and pro bono opportunities at HLS. Specifically, OCP provides counseling and support to students interested in clinical and pro bono work, coordinates clinical registration and clinical placements, manages the SPOs and the HLS pro bono program and supports the clinical faculty in their work.

You will be able to apply to one of our [Clinics](#) for academic credit for which you are eligible by submitting an LL.M. Clinical Application. We also encourage you to look out for more information about pro bono not-for-credit opportunities with the [Student Practice Organizations](#) in the fall.

If you have questions about the LL.M. Clinical Application process or the clinical and pro bono program more generally, please feel free to call or email us. Our contact information is below.

Sincerely,

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# Clinical Programs at Harvard Law School

**2020-2021**

Harvard Law School clinics provide students with an opportunity to learn and practice legal skills under the supervision of experienced attorneys. Clinical work varies but typically includes one or more of the following: direct representation, research into the application or interpretation of law, the formulation of legal policy, the drafting of legislation or regulations, or legal advocacy. Students are not required to have prior professional experience in the particular subject matter of the clinic.

As Dean Manning announced in his June 3rd email, HLS (including our clinics) will be operating remotely for the Fall 2020 term. Our office (OCP) will continue to offer and support our clinical programs during the fall term, with a focus on ensuring a productive and enriching semester. We recognize that the remote format can be challenging, but our clinic and SPO staff are working hard to transition and adapt the work they do – and the need for pro bono legal services only continues to grow.

Please don't hesitate to contact us if you have any questions about your ability to engage in any of our clinical or pro bono programs.

We are here to help you make the most of your time at HLS! We look forward to working with many of you over the 2020-2021 year.

Office of Clinical and Pro Bono Programs

617-495-5202

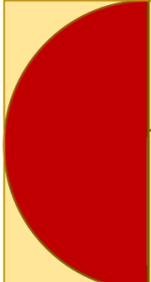
[clinical@law.harvard.edu](mailto:clinical@law.harvard.edu)

# Clinical Learning at HLS

Harvard Law School's approach to clinical legal education has three basic components:

1. Clinical work providing direct student responsibility for clients and/or cases in a real practice setting.
2. Supervision, mentorship and feedback by experienced practitioners.
3. A companion academic course in which the students bring their clinical experience into the classroom while also bringing their classroom training back into their clinical work.

Students receive “clinical credit” for the clinical work and “classroom credit” for the related course component. All credits count towards the credit requirements for the LL.M. degree.

	<b>Clinical Credits</b>	• Minimum (usually 3)
	<b>Classroom Credits</b>	• Typically 2 credits

## Clinical Credit Breakdown



Fall, Spring	3 clinical credits	12 hours/week
Fall, Spring	4 clinical credits	16 hours/week
Fall, Spring	5 clinical credits	20 hours/week

# Clinical Terminology

## **What is an In-House clinic?**

In-House clinics are fully functioning law offices at HLS, directed by HLS Clinical Professors and Instructors. Students engage in their clinical work either through the Cambridge campus of HLS or through the WilmerHale Legal Services Center in Jamaica Plain. Students take a related class at the Cambridge campus of HLS.

*\*Please Note: During the Fall 2020 semester clinical work will be remote.*

## **Do all In-House clinics require both clinical work and a related classroom course?**

Yes. Clinics always include hands-on clinical work and a related classroom component. The classroom component provides the academic and substantive law background to the clinical work. Generally, the class must be taken simultaneously with the clinic. To view a list of clinics and the course(s) associated with each clinic, please see the [Course Catalog](#).

## **Fall 2020 Independent Clinical Projects (see page 11)**

Students who enroll in an independent clinical project create their own clinical placement at an eligible organization and find an attorney from the organization willing to supervise them.

# Should You Apply for a Clinic?

## Does a clinic fit into your overall academic plan?

Before applying to a clinic, you should think about how a clinic will factor into your schedule, how it fits into your overall academic goals and plan, and how it will factor into your overall degree requirements.

## How much of a time commitment is a clinic?

Clinics are a serious professional and academic commitment. Most clinic work involves you, the student, representing real clients on actual matters/cases/policies. You must be prepared to dedicate a significant amount of time and effort to a clinic, and you may enroll in no more than one clinic per semester. All clinical seminar components will meet once a week between 9am-9pm EST (UTC/GMT-4). Clinical instructors will strive to be flexible with regard to student schedules and availability based on the time zone a student is located in. However, some clinical work, like direct client services work, will require students to be available to work with clients and clinic partners from 9am-5pm EST (UTC/GMT-4). In clinics where students work on policy issues, there is generally more flexibility when scheduling your clinical hours. Once a student enrolls in a particular clinic, they are assigned a clinical supervisor, and the student and their supervisor create a weekly individual clinical work schedule for the student (that fits with the other courses/extra-circulars the student is engaged in).

We understand the unique challenges of the upcoming fall semester, and are here to help you! Our office and the individual clinics are here to be as flexible as possible without compromising the obligations to our clients.

If you enroll in a clinic you will be agreeing to engage in 12 to 20 hours per week of clinical work as well as devoting the time necessary to attend (and do the related coursework) for the mandatory course. If you are offered a space in a clinic, you will be registered for one credit per 4 hours/week of clinical work and you will also be registered for the mandatory related classroom course. You can find when the mandatory course(s) is offered and the range of permissible clinical credits for each clinic in the [Course Catalog](#). Your schedule for your actual clinic work will be developed in consultation with your clinical supervisor once you are in the clinic.

## Should You Apply for a Clinic? (Continued)

### How can I learn more about the clinic experience from the student perspective?

Students can review evaluations from prior students by logging into the [Helios Public Service Database](#) through Harvard Key. You can also learn more about the clinics by watching the [ClinicTalks](#) series.

### Do you need to have prior academic or professional experience in a particular issue area before applying to a clinic?

No. Applicants need not have prior legal or academic experience in the issue areas that a clinic works in. Students will receive the necessary training on the relevant substantive issues and skills required to work in a clinic. Students with a new or exploratory interest in a field are welcome to apply. If there are more applicants than spaces available, some preference may be given to students with the strongest relevant experience and/or those students whose academic and career goals have the closest connection to the clinic.

### Do clinics meet the requirements for courses that count towards eligibility to sit for the New York Bar Exam?

If you are a student hoping to establish eligibility to sit for the New York Bar Exam through a qualifying LL.M. degree, please note that under Rule [520.6\(b\)\(3\)\(vii\)\(a\)](#), you may count your credit hours earned in clinical courses, field placements, externships and other experiential courses towards the required credits. At HLS, this includes both in-house clinics and externships. Please consult the Graduate Program if you have additional questions related to eligibility.

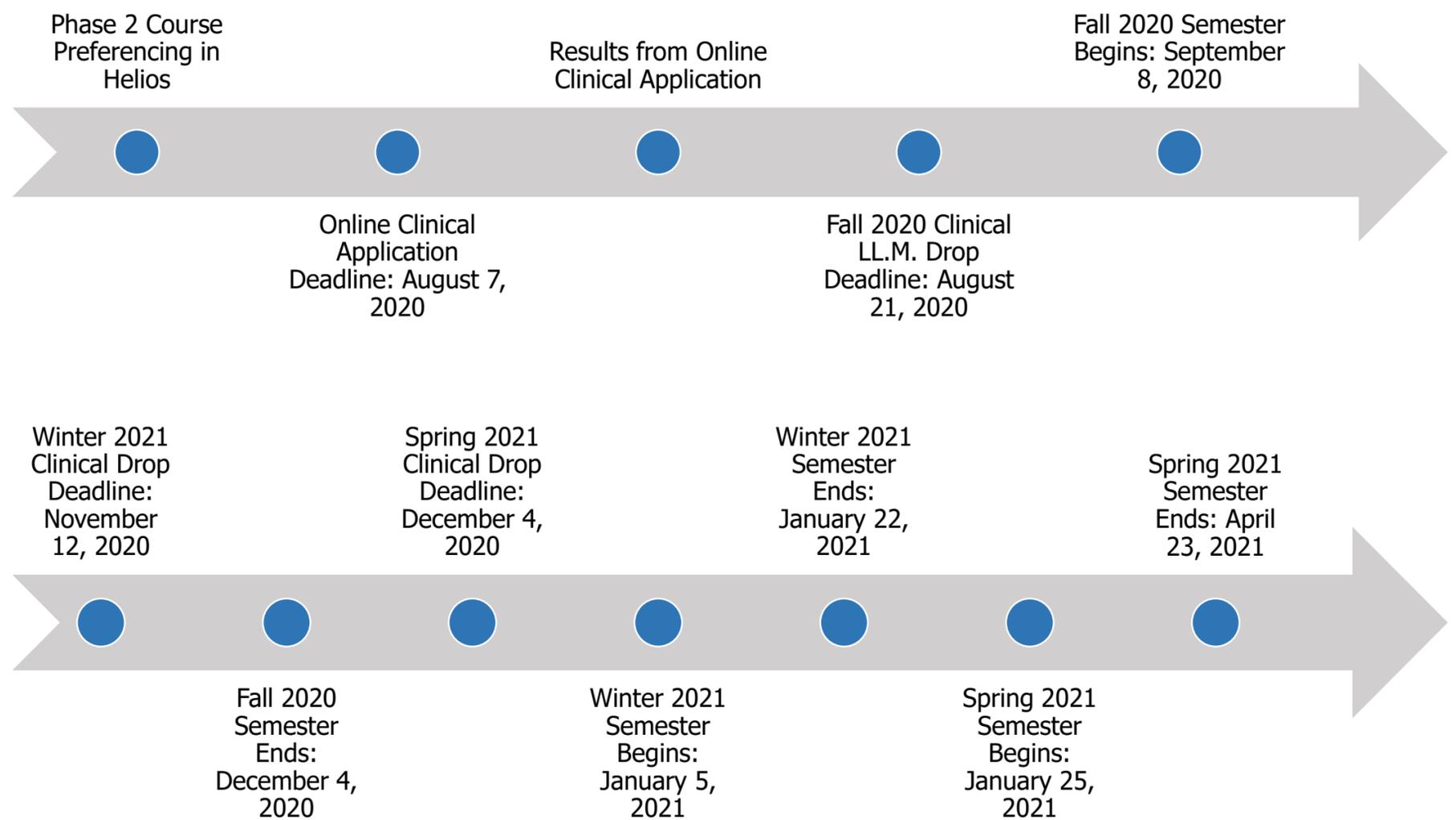
**IMPORTANT**: On June 4, 2020, the Chief Judge of the New York Court of Appeals (“Court”) signed an order extending the waiver of distance learning limitations through the Fall 2020 term. The order extending the waiver, which applies to LL.M. students as well as other categories of students, can be accessed [here](#). Given the unique considerations presented by LL.M. programs, and the critical nature of the Court’s residency requirement for LL.M. students, law schools and students are advised that **the Court does not expect to extend the distance learning waiver for LL.M. students beyond the Fall 2020 term.**

# How Do You Apply?

LL.M. students apply to participate in most HLS in-house clinics by completing the online clinical application due on **August 7, 2020 by 11:59pm (EST)**.

However, please note that to participate in the Transactional Law Clinics (TLC), LL.M. students must preference TLC during Phase 2 of Course Preferencing.

## Timeline of Clinical Registration Dates



The Online Clinical Application will go live on the OCP website on Friday, July 24, 2020

# 2020-2021 In-House Clinics

**In-House Clinics**  
(Apply with the Online Clinic Application)  
\*Exception for TLC

Clinic	Type	Offered	Minimum Credits Required (Including Course Component)	Application Deadline
Animal Law & Policy Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Crimmigration Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Cyberlaw Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Domestic Violence and Family Law Clinic (LSC)	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Education Law Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Emmett Environmental Law & Policy Clinic	In-House	<a href="#">Fall</a> , <a href="#">Winter</a> or <a href="#">Spring</a>	5	August 7
Federal Tax Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Food Law & Policy Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Harvard Immigration & Refugee Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Harvard Dispute Systems Design Clinic (Has a Prerequisite Course)	In-House	<a href="#">Spring</a>	4	August 7
Health Law & Policy Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
International Human Rights Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
LGBTQ+ Advocacy Clinic	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Making Rights Real: The Ghana Project Clinic	In-House	<a href="#">Winter</a>	5	August 7
Predatory Lending & Consumer Protection Clinic (LSC)	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
Veterans Law & Disability Benefits Clinic (LSC)	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	5	August 7
*Transactional Law Clinics (TLC)* (Register through HELIOS course preferencing)	In-House	<a href="#">Fall</a> or <a href="#">Spring</a>	6	NO APPLICATION

## Fall 2020 Externship Clinics

LL.M. students may apply to the below Externship Clinics for the Fall 2020 semester only  
(Apply with the Online Clinic Application)

Clinic	Type	Offered	Minimum Credits Required (Including Course Component)	Application Deadline
Delivery of Legal Services Clinic	Externship	<a href="#">Fall</a>	5	August 7
Democracy and the Rule of Law Clinic	Externship	<a href="#">Fall</a>	5	August 7
Employment Law Clinic	Externship	<a href="#">Fall</a>	5	August 7
Voting Rights Litigation and Advocacy Clinic	Externship	<a href="#">Fall</a>	5	August 7

**\*Please Note\*:** Due to the remote nature of the Fall 2020 semester, there are additional opportunities available to international LL.M students. Students who are accepted into an externship clinic are placed with an organization external to HLS (e.g. nonprofit, government agency) and work under the supervision of an attorney on staff at the organization, while also enrolling a related classroom course.

# Clinical Quick-Facts

## **Most clinics require a minimum commitment of 5 credits in a single semester.**

Students should think carefully about applying for a clinic and how the credits will fit into their overall plan for the year. Clinics require a significant commitment of both time and credits.

## **Clinical credits are flexible.**

The number of clinical credits a student enrolls in translates directly to the number of hours per week they will be engaging in clinical work. Clinics set a range of allowable credits, and then students choose an initial number of credits to sign up for. Students can then increase or decrease that number once the semester is under way.

For more information about clinical credit requirements, please visit our website: <http://hls.harvard.edu/dept/clinical/clinical-credits>

## **Clinics have an add/drop period.**

Just like for most courses, when a student enrolls in a clinic, there is a period over which they have the flexibility to then drop the clinic without penalty. Once the clinic's drop deadline passes, students are no longer permitted to drop.

## **Clinics have early drop deadlines.**

Clinic drop deadlines occur before non-clinical course drop deadlines. Students who drop a clinic after the drop deadline will receive a "Withdrawal" notation on their transcript.

## **Clinic waitlists move a lot – especially for the spring semester.**

When you are waitlisted for a clinic, you have the entire add/drop period to potentially receive a waitlist offer. As students who enrolled in clinics decide to drop, seats in clinics open up, and offers to enroll are sent to the students on the waitlist.

## Independent Clinical Program

The [Independent Clinical Program](#) is designed for those eligible students who are interested in a specialized area of the law or field of practice that is not currently offered in HLS's existing clinical curriculum. Students must take the initiative to develop an independent project and write an academic paper on a related topic. Independent Clinicals are not part of the General Clinic Application.

To initiate the Independent Clinical process, students must meet with Sheryl Dickey (or if she is not available, either Elizabeth Solar or Jill Crockett) in the Office of Clinical and Pro Bono Programs (OCP) to discuss their ideas about placement settings, supervising attorneys, and faculty sponsors, as well as the details of the work they will be proposing.

Students may create independent clinical projects with legal services, public interest and other nonprofit organizations, criminal defense agencies, governmental agencies or the judiciary. Projects may include direct client services as well as broad-based advocacy, but must involve legal work supervised by a licensed attorney. An application must be approved by OCP in order to be eligible for clinical credits.

An independent clinical application must include both a specific project proposal with a specific organization as well as a paper topic for a 15 page paper that the student will write under the supervision of a faculty sponsor who can be an HLS faculty member or a Lecturer on Law in the Clinical program.

Remote independent clinical projects are generally not allowable in the U.S. - however, for the remote fall term, international LL.M. students located outside of the U.S. are eligible to create a remote independent clinical with an organization located inside or outside of the U.S.

### Deadlines for Independent Clinical Applications:

August 28, 2020 for the Fall Term

October 30, 2020 for the Winter Term

Please contact Sheryl Dickey ([sdickey@law.harvard.edu](mailto:sdickey@law.harvard.edu)) if you would be interested in discussing this option.

# HLS Student Practice Organizations

## (Not-for-Credit Pro Bono Opportunities)

In addition to our clinical programs, you can engage in pro bono work through the Student Practice Organizations (SPOs) at Harvard Law School. A list of the SPOs with links to their websites can be found below. The SPOs are student-run entities with HLS supervising attorneys and staff to assist and guide students. If you are interested in joining an SPO, you can learn more about each SPO (including their projects, the required time commitments, and their application processes) starting in September 2020. You do not need to register for these opportunities because they are not offered for academic credit.

### [Harvard Defenders](#)

Students represent low-income defendants in criminal show-cause hearings.

### [Harvard Immigration Project](#)

Students gain hands-on experience in immigration law through direct representation of clients in deportation proceedings, providing immigration services for clients seeking adjustment of status, family derivative claims, and other follow up services.

### [Harvard Law Entrepreneurship Project \(HLEP\)](#)

Students provide legal research and analysis to student entrepreneurs at Harvard and MIT.

### [Harvard Mediation Program \(HMP\)](#)

Students provide mediation services in landlord/tenant, small claims, and other cases.

### [Harvard Mississippi Delta Project](#)

Students engage in a broad range of projects in the Mississippi Delta, including legal assistance and policy analysis related to public health, education, food law, access to financial services, and building local leadership.

### [Harvard Negotiators](#)

Students develop skills in negotiation and dispute resolution by conducting research on negotiation theory, training outside organizations in negotiation skills, and participating in competitions and simulations.

### [Harvard Prison Legal Assistance Project \(PLAP\)](#)

Students represent inmates in Massachusetts state prisons in disciplinary hearings and parole board hearings.

### [HLS Advocates for Human Rights](#)

Students engage in human rights advocacy including representing the interests of victims of human rights violations.

### [Project No One Leaves \(PNOL\)](#)

Students help former owners and tenants stay in their homes after foreclosure.

### [Recording Artists Project \(RAP\)](#)

Students offer pro bono counsel to underserved area musicians seeking assistance with a range of legal matters.

### [Tenant Advocacy Project \(TAP\)](#)

Students provide assistance to low- and moderate-income tenants facing eviction or who have been denied admission to public housing.

Students engage in these opportunities because they would like to serve the community and they are interested in getting some practical experience. Those students who are also seeking pro bono opportunities to fulfill the New York State Bar pro bono requirement, as set out in [Rule 520.16](#), should note that some - but not necessarily all - of the work done by the SPOs may qualify for the New York Bar Pro Bono Requirement. LL.M. students should review the requirements of the NY Pro Bono Requirement carefully to determine if the specific pro bono work that they are engaged in with an SPO meets the requirements of Rule 520.16.

# Clinical and Pro Bono Programs Resources and Contact Information

**Website:** <https://hls.harvard.edu/dept/clinical>

Learn more about the clinical and pro bono offerings at Harvard Law School on the OCP website. Find detailed information about registration and other related issues.

**Blog:** <http://blogs.harvard.edu/clinicalprobono>

Read blog posts about our clinical and pro bono programs made by our students, faculty and staff.

**Clinic Evaluations:** <https://helios.law.harvard.edu>

View evaluations from former clinic students through Helios. [To view student evaluations, log in to Helios and navigate to the “Org Search” under the “Public Service” menu option at the top of the page. Use the “clinic” filter to narrow results by particular clinics.]

**Advising:**

[Schedule an appointment](#) to talk with Attorney-Advisor Sheryl Dickey on the phone (anytime) or over Zoom.

## Contacts:

Sheryl Dickey

Attorney Advisor for LL.M. Pro Bono Programs

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