**Chayes International Public Service Fellowship – 2024 Placement Form**

The Chayes International Public Service Fellowships provide Harvard Law School students with the opportunity to spend
eight weeks in the summer (May-August) working with governmental or non-governmental organizations concerned with issues of an international scope or relevant to countries in transition.

Fellows are expected to be working outside of the United States, and under the direct supervision of a licensed attorney for the duration of their internship. Fellows are provided at no cost to placement organizations.  It is the placement organization’s responsibility to select students who best match its needs and to notify the students that an offer is being extended.

Please see the [Information for Placement Organizations page](https://hls.harvard.edu/ils/opportunities-abroad/summer-work-abroad/chayes-fellowships/information-for-placement-organizations/) on our website, which describes the program in greater detail and outlines the responsibilities of placement organizations.

**Please note:placement organizations should provide as much detail as possible regarding specific projects to be undertaken by the Fellow in order to encourage applications from the most suitably qualified candidates*.***

**Please return this form via email to:**

abarbic@law.harvard.edu or ILS@law.harvard.edu

**General Information:**

Name of Organization:       Website:

Address:       Phone:

City:       Country:

Name/Title of Contact Person:

Telephone/Email of Contact Person:

Name/Title of Fellow’s Supervisor (*if different from Contact Person*):

Telephone/Email of Fellow’s Supervisor (*if different from Contact Person*):

**Overview of organization’s mission and activities (separate materials may be attached):**

**Description of proposed work for the Chayes Fellow:**

Please include as much detail as possible about:

* Specific roles and responsibilities:
* Specific projects to be undertaken:
* Methods of work and areas of law that will be involved:
* Expected end-products:

 (Additional pages may be attached if necessary)

**Any particular skills necessary** (e.g., language proficiency, subject knowledge, etc.):