

# Legal Clinic – Administrative Law Information Packet

*A clinical program designed to teach students the legal and policy skills required to practice before federal agencies and courts in the area of administrative law.*

## Supervising Professors:

William Consovoy

Tom McCarthy

Bryan Weir

bryan@consovoymccarthy.com

## Course & Credit Options:

Law 364: 2 credits. This is a letter-graded course providing two (2) in-class credits.



Updated December 2016

## **Overview**

The Legal Clinic – Administrative Law will involve students in all aspects of the administrative process: from monitoring agency activity, to participating in ongoing matters, to analyzing relevant legislative proposals, to writing briefs on important administrative-law issues. The clinic will provide students with the opportunity to work closely with attorneys from the law firm of Consovoy McCarthy Park PLLC on behalf of *pro bono* clients to identify subjects of interest, research administrative-law issues, and draft comments and briefs before agencies and in active litigation.

Students will be selected to participate in the clinic through an application process prior to class registration. To be eligible to apply, students must have completed Administrative Law or agree to take Administrative Law concurrently with enrollment in the clinic.

## **Educational Objectives of The Legal Clinic – Administrative Law**

The clinic is designed to meet the objectives of the American Bar Association's Section of Legal Education and Admission to the Bar for professional skills training, live-client or other real life experiences and study outside of the classroom. The teaching of "professional skills" involves teaching and evaluating law student performance on real cases or problems, with the goal of mastering basic lawyering skills, professional responsibility, substantive and procedural law and the theory of legal practice.

## **Student Requirements & Responsibilities**

1. No compensation may be received for work performed during the program.

2. Students must have completed Administrative Law or take Administrative Law concurrently with enrollment in the clinic.
3. Application to and permission of the professors is required for registration in the clinic. Applications for the clinic will be solicited before the opening of each semester's registration period. Students will be notified, via the student listservs, of the date when applications may be submitted. Applications will require a short statement of interest, a resume, an unofficial transcript, and a writing sample. Interviews with applicants may be scheduled at the professor's discretion. As space is limited students are encouraged to submit their application materials promptly once notified that applications are being collected. If accepted, the Records Office will enroll students in the course.
4. Students are required to attend classes where their professors will teach principles of administrative law. These classes will overlap some with the Administrative Law course, but will focus on the practical application of legal principles and the day-to-day work of federal agencies. Students will also be required to monitor federal agencies' weekly activities, including the issuance of new regulations, interpretations, opinion letters, and informal guidance. Students will also participate in agency proceedings by drafting agency comments, letters, and briefs challenging agency action. Student will also present and explain their work to the class.
5. Students will work under the supervision of attorneys with the law firm Consovoy McCarthy Park PLLC.
6. Letter grades will be issued based on class participation, quality of written work product, and thoroughness and timeliness of documents prepared outlining agency activities.