



SMU | DEDMAN
SCHOOL OF LAW

Legal Clinics

Pre-Registration Packet

Fall and
Summer
2019

Symplicity ID
#17104

Pre-Registration Procedures

1. **Eligibility:** a) **COMPLETION OF 50%** of the hours required for graduation (minimum 44 hours) by the end of the Spring 2019 semester and b) **GPA above 2.0**. If you are currently on academic probation, you may not pre-register for any of the clinics.

Clinic	Prerequisites/*Co-Requisites (can take in same semester enrolled in clinic)	Mandatory Orientation
W.W. Caruth, Jr., Child Advocacy Clinic	Evidence*	Fall: 8/16/19
Civil/Consumer Clinic	Professional Responsibility*	Summer: 5/20/19 Fall: 8/15-8/16/19
Criminal Clinic	Evidence*	Fall: 8/15-8/16/19
Innocence Clinic	Evidence*	Fall: TBA
Patent Law Clinic	See Patent Clinic Flyer for Requirements	Fall: 8/16/19
Small Business & Trademark Clinics	1) Business Enterprise 2) Forming and Operating Closely-Held Businesses (recommended only)	Summer: TBA Fall: 8/16/19
Tax Clinic	Federal Income Tax	Summer: 5/17/19 Fall: 8/16/19
VanSickle Family Law Clinic	Professional Responsibility*	Fall: 8/16/19

2. **Mandatory Orientations and Prerequisites/Co-Requisites: MAY NOT BE WAIVED.**

3. **Rank clinic choices:** Please rank your choice of clinic on the Clinic Application Form. Number 1 is first choice, 2 is second choice, etc. We will fill the Clinics according to your stated preference.

4. **Submit Application:** Download Application, complete, sign and initial application, then submit online via Symplicity ID # 17104. **Deadline to submit your Lottery Application online is 12 Noon on Monday, April 8, 2019**

5. **Drawing and Waiting List:** If your name is drawn for a Clinic slot, your name will be entered on the roll for that Clinic and your name will not be placed on any waiting list. After all Clinics slots have been filled, we will continue drawing names for the waiting lists and names will be placed on the waiting list of each clinic the student ranked on his/her application. Students will be notified of any openings in the order in which their names appear on the list. **Clinic lists will be posted by the close of business, Thursday, April 11, 2019.**

6. **Prior Clinic Experience:** If you have been enrolled in any of the Clinics at SMU (or in a clinical program at another school) **you cannot participate in the drawing**. Students without prior Clinic experience have priority. However, you may put your name on the waiting list for one of more of the Clinics **after** the drawing is completed. Your name will be added to the bottom of the waiting list.

7. **Registration:** If you are drawn for a clinic, your name will be on a Clinic list to register and you may only register for the Clinic for which you were selected. **Registration begins on Monday, April 15, 2019.**

8. **Dropping Clinic:** If you must drop Clinic, you must receive permission from the appropriate clinic director so other students on the waiting lists can enroll. **Drop deadline is: Summer: Monday, May 6, 2019, by 5:00 p.m. Fall: Monday, August 5, 2019, by 5:00 p.m.**



W.W. CARUTH, JR. CHILD ADVOCACY CLINIC: FALL 2019

OUR CLIENTS:

We represent abused and neglected children and aging out youth in child welfare cases in Dallas County in a dual role of attorney/guardian ad litem or as their attorney.

ELIGIBILITY:

- * Good academic standing.
- * Completed at least one-half of the credits required for graduation.
- * Completed Evidence before being enrolled OR be enrolled in Evidence while in the Clinic.

CONSIDERATIONS:

~You should expect to spend 15-20 hours each week on Clinic-related work (inclusive of class). The workload fluctuates with case events.

~You will likely handle from 2-3 cases, sometimes with a partner, sometimes on your own (with Director supervision).

~You will handle at least one, probably two, and possibly more court hearings (of varying length/detail/complexity).

~You will need to visit your child clients in their placement homes about once a month and will otherwise need to conduct "fieldwork" investigation activities around the Dallas area (and occasionally beyond).

~ You will receive **6 credits** for this Clinic.

LEGAL EXPERIENCE:

Student lawyers represent their clients as the first chair attorney at all hearings, mediations, and trial, with the close supervision of the Director. Student lawyers prepare and file pleadings; interview child clients and their family members; investigate the facts of the case, including conducting discovery; monitor and obtain records regarding the client's status with health

care professionals, school officials, and others; conduct home studies on potential relative placements for the children; monitor the children while in foster care; attend meetings regarding the case scheduled by CPS; advocate for the child's needs, informally and through motion practice.

CLASS EXPERIENCE:

Class occurs twice a week and covers federal and state law and procedural and ethical issues involved in the legal representation of children and youth aging out of care. Class also covers litigation skills (oral and written advocacy, drafting pleadings, interviewing and counseling, mediation, trial preparation, and trial advocacy).

Guest speakers provide an interdisciplinary perspective on the law.

Interaction is emphasized. Although classes may include lectures by the Director, they also often consist of "rounds" where Clinic cases are discussed among the class as a law firm with a Clinic student attorney leading the discussion. Classes also include simulated or "mock" court and investigative situations – typically based on real Clinic cases.

Supervision and Mentoring happens through one-on-one pre-scheduled weekly "tutorial" meetings with the Director.

COMMUNITY INTERACTION:

Students will work on a podcast project recording the stories of aged out foster youth, assist in providing legal consults to current/former foster youth, staff a Kinship Custody Intake Clinic (relatives who may need legal custody of children already in their care), prepare a blog posting for the Clinic blog, and assist with our Education Symposium.

**MANDATORY ORIENTATION:
FRIDAY, AUGUST 16, 2019
(ALL DAY)**

***ENROLL IN THE CHILD ADVOCACY CLINIC IF YOU WANT TO DEVELOP SKILLS
APPLICABLE TO LEGAL PRACTICE, GAIN VALUABLE HANDS-ON EXPERIENCE, AND
MAKE A DIFFERENCE IN THE LIFE OF A CHILD***

CIVIL/CONSUMER CLINIC

4 CREDITS SUMMER 2019

5 CREDITS FALL 2019

PRACTICE LAW ON BEHALF OF REAL CLIENTS

Student attorneys in the Civil Clinic handle real problems involving real cases as authorized by the Student Practice Rules of the State Bar of Texas. Currently, student attorneys are representing clients in landlord-tenant disputes, consumer fraud, real estate transactions, and matters involving credit and debt as well as identity theft in addition to FEMA appeals related to Hurricane Harvey. In recent semesters, clinic attorneys have also secured U-Visas for immigrant clients, tracked down stolen cars and the “ring” engaged in scam sales, helped a client enforce an elder healthcare employment contract, and stepped in to enforce a roofing contract.

In addition to the **direct representation** student attorneys provide, they also engage in **outreach and education in the community**. In past semesters, students have also engaged in **legislative advocacy** on access-to-justice and consumer-related issues. We expect that all students will provide assistance to tenants in coordination with the Housing Crisis Center. In addition, students enrolled in the Fall can also expect to provide assistance to self-represented litigants in the Dallas County Courts.

While all student work is supervised by a clinic faculty member, the **student attorney is first chair**. Students work and learn in all aspects of the lawyering process. They conduct client and witness interviews, fact investigation, legal research, and problem solving. Clinic attorneys are responsible for advising and counseling their clients regarding available options, conduct negotiations and mediations, and if needed, they pursue litigation. Clinic attorneys handle all aspects of litigation including case planning, drafting pleadings and discovery, and conducting depositions. Clinic attorneys are lead counsel in the courtroom where they handle motion practice and hearings, trials and appeals.

CLINIC FACULTY

Students work individually with Clinic faculty members. Associate Dean for Clinics, Professor **Mary Spector** is the Director of the Civil/Consumer Clinic and a Supervising Attorney; Clinical Professor **Eliot Shavin** is the Assistant Director and is also a Supervising Attorney.

In coordination with the student attorneys, Clinic faculty select cases that raise interesting legal and factual issues and that expose students to disputes and contested legal issues. Faculty try to keep caseloads small to allow student attorneys to fully explore the facts and legal issues of each case and to insure that students provide excellent legal representation to their clients.

TIME COMMITMENT

In both the **Summer and Fall 2019** semesters, Clinic students should expect to spend a minimum of **15 hours each week** on clinic related work including preparing for and attending the clinic lawyering seminar, interviewing potential new clients, and handling their assigned casework.

There is a mandatory classroom component. Students enrolled in the Summer semester will arrange the day and time with Professor Shavin after enrollment. The Fall classroom component will meet twice a week on days and times to be announced with the publication of the full course schedule.

In addition, as part of their clinic work, student attorneys participate in weekly supervisory conferences where they work with faculty to develop their lawyering skills, discuss ethical issues, and review other dimensions of client representation including the dynamics of client decision making. In scheduling other courses, students should not take a larger than normal course load and students should take into account the flexibility that is needed to represent clinic clients.

ELIGIBILITY, REGISTRATION AND ORIENTATION

Students must have completed 44 hours by the time they begin their clinic semester. Students must not be on academic probation at the time of pre-registration. The Legal Clinics cannot accommodate all eligible students who wish to enroll. For each student who enrolls, the faculty and staff engage in significant preparations prior to the beginning of the semester. **Do not** pre-register for a Clinic unless you intend to enroll. **If you MUST drop Civil/Consumer Clinic notify: SUMMER: Eliot Shavin at eshavin@smu.edu on Monday, May 6, 2019, by 5:00 p.m. FALL: Professor Mary Spector at mspector@smu.edu, on Monday, August 5, 2019, by 5:00 p.m.**

MANDATORY ORIENTATION

All students must attend a Mandatory Orientation prior to the start of the semester in which they will be enrolled. **SUMMER: TBD**

FALL: Thursday, August 15, 2019, from 9:00 a.m. to 4:00 p.m. and on Friday, August 16, 2019, from 9:30 a.m. to 1:30 p.m.

Attendance at Orientation is **MANDATORY. NO WAIVERS will be provided.**

SMU DEDMAN School of Law
Fall 2019
Criminal Clinic (6 Credits)

The Criminal Clinic provides law students a combination of academic and experiential learning through the practice of criminal defense law in the Dallas County Criminal Courts. In exchange, supervising attorneys certify to the Court that we will properly train and supervise you.

Clinic student attorneys represent low-income clients charged with misdemeanor offenses in the Dallas County Criminal Courts, some of the most common charges include: Assault, Criminal Mischief, Criminal Trespass, DWI, Possession of Marijuana, Prostitution, Theft, and Unlawfully Carrying a Weapon. **YOU** will be the attorney and engage in investigation, interviewing, discovery, plea negotiations, case planning, motion practice and trial. With the assistance of the supervising attorneys, you will be handling real cases and represent real clients. Clinic student attorneys will act as trial counsel- arguing everything from a motion to suppress evidence with live police witnesses to a jury trial!

SMU's Criminal Clinic is in its 43^d year. The supervising attorneys have been practicing criminal defense law for over a combined 84 years. Criminal Clinic Associate Director Mike McCollum has been with the Clinic for more than 40 years, and Adjunct Clinical Professor Brook Busbee is a Board Certified Criminal Attorney who has represented many high profile individuals in her 38 years of practice including six Death Penalty trials.

Your responsibility to the Clinic and your clients goes requires a substantial commitment on your part. Your time commitment to the Clinic is a minimum of 20 hours per week (total of at least 280 hours for the semester). This includes time spent at the courthouse, office hours (you must log 3 hours per week during business hours in the criminal clinic library) and class time. Mandatory classes are on Tuesday and Thursday afternoons from 3:30 p.m. to 4:45 p.m. In scheduling your other courses, you should take into account the flexibility you need to represent clients. It is highly recommended that you do not register for morning classes because you will be at the courthouse almost every day and court takes up most of the morning – do not schedule 9 or 10 o'clock classes in order to avoid conflicts.

The clinic is a one semester, graded course. We will enroll 12 students for the fall semester for 6 credits. Due to the nature of trial preparation, the time commitment to this Clinic has generally exceeded the minimum 20-hour requirement. Additionally, clinic assignments will include short reflective/observation papers, a trial notebook and meeting to review case file management.

To be eligible for the Criminal Clinic, you must be a student in good academic standing, you must have completed at least one-half (44 hours) of the credits required for graduation.

Evidence is a required co-requisite class, meaning you must have either already taken Evidence or be scheduled to take Evidence at the same time you would be in the Criminal Clinic. Recommended classes are Professional Responsibility and Texas Criminal Procedure.

Student selection for the Criminal Clinic is part of the general clinic pre-registration process.

MANDATORY TWO-DAY ORIENTATION: August 15 & 16, 2019 all day.

If you MUST DROP Criminal Clinic, you MUST RECEIVE PERMISSION by notifying Administrative Assistant Gloria Zapata at gzapata@smu.edu, by 5 p.m. on Monday, August 5, 2019, who will then contact Director Chris Jenks and Associate Director Mike McCollum.

SMU DEDMAN School of Law
Fall 2019
Innocence Clinic (4 Credits)

The Innocence Clinic is a combination of academic and practical experience affording the participants the privilege of practicing post-conviction law on several cases out of the Dallas County Felony Courts.

Clinic participants review the cases of individuals who have been convicted of crimes, sentenced to prison and who now claim actual innocence. Some of the most common charges you will handle for your clients include: Murder, Sexual Assault, and Aggravated Robbery. As the student attorney, you will engage in any or all of the following: locating and reviewing original trial records; searching for and identifying remaining evidence, if any; analyzing cases for viability; submission of evidence for additional testing; interviewing potential witnesses; communicating with clients, including face-to-face meetings either in the county jail or the assigned prison unit; interacting with assigned personnel from the District Attorney's Office; identifying and communicating with potential experts; drafting briefs, motions and proposed Findings of Fact and Conclusions of Law

This is the third year for SMU's Innocence Clinic. Innocence Clinic Supervising Attorney Chris Young has been with Dallas County since 2005 and during that time, he has served as an Assistant District Attorney for the Dallas County District Attorney's Office and most recently as Assistant Public Defender where he currently leads the Dallas County Public Defender's Office Exoneration Unit.

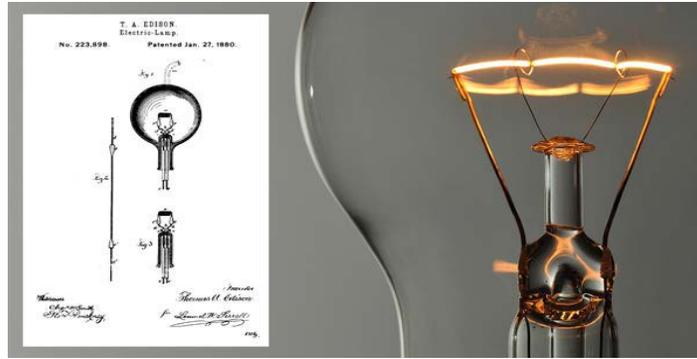
With the assistance of the supervising attorney, you will be handling real cases involving real clients. Your responsibility to the Clinic and your clients goes beyond the classroom and requires a substantial commitment on your part. Your time commitment to the Clinic is a minimum of 12 hours per week. This includes time spent at the courthouse, office hours and class time. The classroom portion of the course will meet weekly for one hour. In scheduling your other courses, you should take into account the flexibility you need to represent clients.

The clinic is a single semester, graded course. Clinic assignments will include weekly clinic meeting participation, written case history/overview, status reports, timesheets, periodic memos to the files, and closing memo submitted by each student at stated intervals during the year.

To be eligible for the Innocence Clinic, you must be a student in good academic standing, you must have completed at least one-half (44 hours) of the credits required for graduation by the end of the Spring 2019 semester, and be eligible for a student bar card. Student selection for the Innocence Clinic is done as part of the general clinic pre-registration process.

MANDATORY ORIENTATION:
Thursday, August 15, 2019, 4:30pm-5:30pm
Friday, August 16, 2019, 12:00pm-1:00pm

Deadline to drop Clinic is Monday, August 5, 2019 by 5:00pm. You MUST RECEIVE PERMISSION from Administrative Assistant Gloria Zapata (gzapata@smu.edu) who will then contact the Innocence Clinic Professor.



PATENT CLINIC Fall 2019

The Patent Clinic provides students with the opportunity to gain experience advising clients on patent-related matters, with the potential to represent these clients in front of the U.S. Patent and Trademark Office (USPTO).

Students, under the supervision of an adjunct clinical professor who is a practicing patent attorney, will provide pro bono legal services to individual and small business clients seeking to protect their inventions using the patent system. The work will typically involve counseling clients regarding patent-related matters, conducting inventor interviews, conducting patentability searches, preparing patentability opinions, drafting and filing patent applications, and drafting and filing responses to actions received from the USPTO.

All students will meet with the clinic director one hour a week, at a regularly scheduled time, for advanced instruction on selected patent prosecution topics.

The Patent Clinic will be offered during the fall and spring terms. Students successfully completing the Patent Clinic will earn 3 credit hours.

To be able to participate in the clinic, you cannot be a USPTO employee, must have successfully completed 1/2 of credits required for graduation, must not be on academic probation, and meet one or more following: (a) Successful completion of Patent Law; (b) Significant patent-related experience; (c) Registered with the PTO. Preference will be given to those who have completed or are concurrently enrolled in Patent Prosecution.

Though you need not already be registered with the USPTO, you must have the necessary technical background to qualify for registration to practice before the USPTO. The necessary technical qualifications are explained in the USPTO's General Requirements Bulletin. (See http://www.uspto.gov/ip/boards/oed/exam/OED_GRB.pdf, pages 4-8.)

Important dates:

- Deadline to drop Monday, August 5, 2019 at 5:00 p.m. You must contact Gloria Zapata at gzapata@smu.edu who will then contact the Director.
- Orientation: Friday August 16, 2019.

**SMU DEDMAN SCHOOL OF LAW
SMALL BUSINESS AND TRADEMARK CLINIC**

SMALL BUSINESS AND TRADEMARK CLINIC. The Small Business and Trademark Clinic provides free legal services to new and existing small businesses and non-profit organizations that cannot afford to pay legal fees. Student lawyers learn how to become transactional attorneys by advising clients about the start-up of their businesses and non-profit corporations, preparing necessary formation documents, counseling clients regarding various legal issues, and drafting transactional contracts. Students in the Small Business and Trademark Clinic work directly with clients as they experience the transactional practice of law.

In addition, this Clinic is a member of the U.S. Patent and Trademark Office's prestigious Law School Clinic program. Student lawyers advise clients about basic trademark matters and draft, file and handle trademark applications with the USPTO. If you are accepted for the Small Business and Trademark Clinic, you will represent clients with trademark matters.

Number of Students	6 for Fall 2019, 2 for summer 2019.
Prerequisites	Business Enterprises and a student in good standing.
Recommended course	Counseling the Small Business Owner (not required).
Time Commitment	Minimum 135 working hours during the semester. You need to be available during the day.
Class	Thursday 8:30-9:50 am
Credit	3 credits, no exam.
Orientation	Summer: Tuesday, May 21, 9:00am -4:00pm Fall: Friday, August 16, 9:00am -4:00pm

The Small Business and Trademark Clinic will offer a hybrid summer/fall class for up to two rising 3L students. This hybrid requires (1) successful completion of the Business Enterprises class, (2) preferred completion of the Forming and Operating Closely Held Businesses class, and (3) Professor approval. The hybrid class is designed for self-motivated, well-organized students who have a strong interest in transaction work or demonstrated experience with trademarks. The hybrid class will comprise one credit hour in the summer and two in the fall (when the students will attend the regularly scheduled classroom sessions for the Clinic), with the credits being awarded at the end of the fall 2019 semester upon full completion. In other words, a student who enrolls in the hybrid class and completes the summer portion but not the fall portion will not receive any credit at all.

SELECTION OF STUDENTS is done by a lottery process. **DO NOT PRE-REGISTER FOR ANY CLINIC UNLESS YOU INTEND TO ENROLL AND ATTEND ORIENTATION.**

Tremendous time and effort goes into preparing for the Clinics. Please do not sign up if you do not intend to follow through on your registration. Students who drop within 10 days of school starting may result in a Clinic slot going unfilled. **If you must drop the Small Business and Trademark Clinic, you must notify Gloria Zapata, Administrative Assistant, at gzapata@smu.edu by 5:00pm on Monday May 6, 2019 for summer session and 5:00pm on Monday August 5, 2019 for the fall so other students on the waiting lists can enroll.** In scheduling your other courses, you should take into account the flexibility of time you will need to represent clients. **YOU MUST HAVE COMPLETED 1/2 OF YOUR HOURS FOR GRADUATION (MINIMUM 44 HOURS) BY THE END OF THE SPRING SEMESTER 2019.**

ORIENTATION IS MANDATORY. NO EXCUSED ABSENCES.

SMU DEDMAN SCHOOL OF LAW
TAX CLINIC CLINIC
SUMMER/FALL 2019

TAX CLINIC - The Tax Clinic is a combination of academic and practical experience. Students represent low-income clients who have tax problems before the Internal Revenue Service. The scope of representation ranges from negotiating settlements and collection plans with the IRS to taking a client's case to Tax Court. Participation in the Tax Clinic will be a unique educational experience in which you will be participating in the representation of actual clients before the IRS and in certain instances in the Tax Court.

Number of Students	6 for fall and 4 for summer.
Prerequisites	Federal Income Taxation and a student in good standing.
Time Commitment	Fall—Minimum of 12 hours per week. You need to be available during the day. Summer Minimum of 15 hours per week. You need to be available during the day.
Class	Tuesday, 8:30 a.m. to 9:30 p.m. for the fall semester. Summer class time will be determined by agreement of all students.
Credit	4 hours for the fall semester and 3 hours for the summer semester. No Exam.

SELECTION OF STUDENTS is done by a lottery process. **DO NOT PRE-REGISTER FOR ANY CLINIC UNLESS YOU INTEND TO ENROLL AND ATTEND ORIENTATION.** Tremendous time and effort goes into preparing for the Clinics. Please do not sign up if you do not intend to follow through on your registration. Students who drop within 10 days of school starting may result in a Clinic slot going unfilled. **If you must drop the Tax Clinic, you must notify Gloria Zapata, Administrative Assistant, at gzapata@smu.edu by 5:00 on Monday, May 5, 2019 for Summer students and by 5:00 on Monday, August 5, 2019 for Fall students, so other students on the waiting lists can enroll.** In scheduling your other courses you should take into account the flexibility of time you will need to represent clients. **YOU MUST HAVE COMPLETED 1/2 OF YOUR HOURS FOR GRADUATION (MINIMUM 44 HOURS) BY THE END OF THE SPRING SEMESTER 2019.**

Orientation - Summer: Friday, May 17, 2019 at 8:30 am
Fall: Friday, August 16, 2019 at 8:30 am

ORIENTATION IS MANDATORY NO EXCUSED ABSENCES



VanSickle Family Law Clinic
Fall 2019 (6 Credits)

Co-requisite (may be taken concurrently):
Professional Responsibility

The VanSickle Family Law Clinic (“the Clinic”) launched in the spring of 2016 with 6 student attorneys! I am still excited about the opportunity to teach and work with student attorneys to be reflective and ethical practitioners. As you might know, family law can be highly charged and contentious. But, it can also be a rewarding and eye-opening experience.

The chief mission of the Clinic is to train student attorneys to think and act like competent and ethical lawyers with the consequence of providing a valuable service to the community and legal representation to clients. The subject matter is family law, but the skills students learn can be transferred to any practice area. In the clinic, which operates as a small law firm, student attorneys will be the primary practitioners on the case and meet one-on-one with the clinical faculty member weekly for guidance, case consultation and updates.

The seminar component will integrate substantive law and theory relevant to family law, core lawyering skills and legal ethics to provide law students real world law practice experience. Under the supervision of an experienced clinical faculty member, student attorneys will represent and provide counsel to low-income clients in matters of family law such as divorce, child custody, possession and access, paternity, modifications, enforcement actions, child and spousal support and adoption. The Clinic will engage student attorneys in the performance of fundamental lawyering skills and tasks including but not limited to interviewing and counseling clients, negotiating, fact development and analysis, strategic case planning, conflict resolution and decision making, motion and trial practice, drafting legal pleadings and ancillary documents, organization and management of legal work, cultural competency, collaboration and self-evaluation. Student attorneys will also provide services to pro se litigants at the clinic’s “self-help desk” at the courthouse on matters such as how to complete uncontested divorce forms promulgated by the Texas Supreme Court.

The class will meet twice a week in the Clinic library (tentatively -Tuesdays and Thursdays 2:00 p.m. to 3:15 p.m.) and the pedagogy will include lecturers, simulations, exercises, and case-rounds. It will also include guest speakers, field trips and the clinic’s pro se project at the courthouse. You will spend a *minimum* of 18 hours a week in the Clinic.

Additional information:

- Mandatory Orientation (No Waivers) **Friday August 16, 2019 (All Day)**
- Clinic limited to 8 students