



DUQUESNE UNIVERSITY
SCHOOL OF LAW
TRIBONE CENTER FOR CLINICAL
LEGAL EDUCATION

2021-2022

Clinic & Program Course Descriptions
and
Externship Information

CLINIC AND PROGRAM REGISTRATION PROCEDURES AND DEADLINES

Important Dates for 2021 – 2022 Clinic Applications

March 17 – 31, 2021	Email Questions to Clinic Professors and/or schedule a Zoom meeting
Monday, March 29, 2021	Registration Opens via Banner
Friday, April 16, 2021	Commitment Agreement and Resumes Due
Saturday, August 21, 2021	Clinic Boot Camp via Zoom

The Tribone Center for Clinical Legal Education Program strives to ensure that all students have the opportunity to take a clinic, program or externship at some time during their law school careers.

- 1. Enrollment in clinical programs is binding. Students accepted into clinics will be required to execute a Commitment Agreement. This policy will be enforced to protect students who might otherwise be excluded from obtaining a clinic seat, clients who might not otherwise be adequately served, clinic morale, and the Law Clinic's relationship with other institutions and organizations.***
2. Waitlists of 5 students per clinic will be maintained via Banner. If a spot becomes available in the clinic for which you are waitlisted, you will receive notice from the registrar's office. Following that notice, you will have 72 hours to accept the open spot or forfeit your position. If you do not accept the open spot, the next person on the waitlist will be notified. Do not rely on getting into your first choice clinic from the waitlist. Strongly consider signing up for your second choice clinic instead of getting on the waitlist. Note: You may not both be on the waitlist for one clinic and register for another one.
3. Students may not participate in more than one Clinical Program (in-house clinic, specialized externship program, or general externship) at a time, except as approved by the Academic Status Committee at the recommendation of the Director of Clinical Legal Education. However, students may participate in more than one Clinical Program throughout their legal education.
4. Students who register for a two-semester clinic must complete both semesters. Students who register for a one-semester clinic must complete the semester.
5. Students may not take any clinic or any program more than once.
6. Credits earned in Clinics, Programs, and Externships count towards the six (6) credit experiential requirement for graduation.
7. Please review both the fall and spring course schedules when submitting your schedule for the next academic year as some clinics have court dates or meeting times outside of the classroom.
8. Students who have not yet completed Evidence, must take Evidence in the Fall 2021.
9. Students should consult the Academic Bulletin for other applicable rules.

RESUMES AND CLINIC/PROGRAM ACCEPTANCE AND COMMITMENT AGREEMENT (See next page) MUST BE E-MAILED OR RETURNED IN PERSON TO THE TRIBONE CENTER NO LATER THAN FRIDAY, APRIL 16, 2021 BY 5:00 PM TO licciardellos@duq.edu.



DUQUESNE UNIVERSITY SCHOOL OF LAW
TRIBONE CENTER FOR CLINICAL LEGAL EDUCATION

Clinic / Program Acceptance and Commitment Agreement

Student name _____

Student year & division in **Fall 2021** (3D or 4E, 2D, 3E, or 3 PTD etc.) _____

Address _____

Telephone _____ Duq.Email _____

Other Email _____

Clinic / Program _____

PLEASE READ AND SIGN

I recognize that registration in a Tribone Center for Clinical Legal Education Clinic or Program demands a serious time commitment and involves live legal work on actual cases for which I will be responsible.

I understand and agree to attend all placements associated with my work in the clinic in accordance with that placement's rules and regulations regarding COVID-19. This includes but is not limited to: court hearings, mediations, school meetings, administrative hearings or other places where I may be required to go as part of my client representation. If hearings are being held remotely by any entity before which I must appear for client representation, I agree to download the appropriate applications to my computer and/or phone in order to fully participate remotely.

I recognize that this Clinic / Program will be a major commitment during my enrollment. I understand that I may not be engaged in work or extracurricular activities that interferes with my obligations to the Clinic, my clients, and colleagues. I further recognize that the number of students enrolled in the Clinic is limited and fixed. Enrollment in the Clinic cannot be increased or decreased once the semester begins.

I agree that upon my acceptance of the offer of admission to the above-named clinic or program course, I will not thereafter choose to drop the course except for compelling reasons and with the permission of the Clinic Director and the Associate Dean.

Due to the uncertain times we are facing with the current pandemic, I agree to act professionally and may have to adjust my work to meet the needs of my placement.

I also agree to attend the mandatory clinic orientation.

Student Signature

Date

2-SEMESTER CLINICS
270 Hrs. to be Completed over 2 Semesters (10 Hrs. per Week)
6 Credits (3 Academic and 3 Non-Traditional)

RE-ENTRY LEGAL SERVICES CLINIC

- Adjunct Clinical Professors / Supervising Attorneys

The Re-Entry Legal Services Clinic will operate as a two-semester, in-house clinic that assists income-qualifying clients with re-entry services, such as criminal record expungements and PA gubernatorial pardons.

Beyond the classroom, students will be trained in case intake and interviewing, client counseling, fact investigation, case analysis, negotiation, research, and drafting of motions and other pleadings and documents. Students also provide client assistance on expungements, sealings and pardons, to remove barriers and better an individual's chances for employment, housing and education.

Qualified students may be certified and may have the opportunity to present and argue motions, and to appear at hearings. Students may also travel to Harrisburg for Pardon Hearings. Transportation will be provided.

NOTE: Some local travel by students may be required.

FAMILY LAW CLINIC

Katherine Norton, Esq.- Assistant Clinical Professor / Supervising Attorney

Students in the Family Law Clinic represent clients involved in general civil and family law matters.

Students participate in the representation of clients through the Allegheny County Court of Common Pleas Pro Se Motions Project and referrals from the Neighborhood Legal Services Association. Through this project clinic, students assist indigent pro se litigants in Family Court. Assistance is provided in matters involving divorce settlement, child support, visitation, custody, paternity, and Protection from Abuse Orders (PFAs).

NOTE: Besides for class meeting times, students must be available either Wednesdays or Fridays from 9:00 am – 12:00 noon and to occasionally attend motions which are scheduled Monday thru Thursdays at 1:00 pm and Friday at 9:30 am. Some flexibility is available.

VETERANS CLINIC

Daniel Kunz, Esq.- Adjunct Clinical Professor / Supervising Attorney

Students will assist veterans charged with offenses adjudicated through the Allegheny County Veterans Specialty Court program. The students will prepare and present cases for disposition in the Court of Common Pleas and stay in touch with veterans following court ordered substance abuse or mental health treatment plans offered as alternatives to incarceration.

NOTE: Some local travel by students may be required. Besides for class meeting times, students must be available Wednesdays from 9:00 am – 4:00 pm. Some flexibility is available.

YOUTH ADVOCACY CLINIC

Tiffany Sizemore, Esq. - Associate Clinical Professor / Supervising Attorney

Students in the Youth Advocacy Clinic will represent young people from K-12 in special education and school discipline matters. The clinic also represents young people ages 10-21 in juvenile delinquency and related collateral matters. This clinic seeks to keep young people in school and, where appropriate, engage them with community services who are best suited to meet their needs.

NOTE: Some local travel by students may be required.

2-SEMESTER CLINIC

93 Hrs. to be Completed per Semester

4 Credits (2 Academic and 2 Non-Traditional)

FEDERAL LITIGATION CLINIC

Adrian Roe, Esq. and Samuel Simon, Esq.
-Adjunct Clinical Professors / Supervising Attorneys

Students will provide legal representation in criminal and civil rights matters for inmates with appeals before the U.S. Court of Appeals for the Third Circuit and trials before the U.S. District Court for Western Pennsylvania.

NOTE: Some local travel by students may be required. Typically provided.

1-SEMESTER CLINIC

135 Hrs. to be Completed over 1 Semester (10 Hrs. per Week)

3 Credits (1.5 Academic and 1.5 Non-Traditional) Students

MUST register separately for Fall & Spring Semesters.

UNEMPLOYMENT COMPENSATION CLINIC

Michael D. Simon, Esq. and Justin Romano, Esq.
- Adjunct Clinical Professors / Supervising Attorneys

This one-semester clinic assists low-income clients with unemployment compensation matters. Students receive hands-on training interviewing clients, reviewing claims, applying the rules of evidence, preparing cases, and appearing before administrative judges.

NOTE: Some local travel by students may be required as well as some availability during the week for client hearings.

WILLS AND HEALTHCARE DECISIONS CLINIC

Grace W. Orsatti, Esq.

- Assistant Clinical Professor / Supervising Attorney

Students in the Wills & Healthcare Decisions Clinic provide wills, financial powers of attorney, and advance healthcare directive services to income qualified clients under faculty supervision. For clients who may not be able to otherwise afford estate planning legal services, the wills clinic allows clients to preserve their assets for future generations, prepare for management of financial affairs in the event of incapacity and ensure that their end-of-life wishes are honored. Students, under attorney supervision, serve families and elderly clients with limited assets, providing clients with peace of mind that their assets will be distributed in the manner that clients choose. Students receive instruction in basic will-drafting, preparation of financial powers of attorney and preparation of advance healthcare directives. The goal of the clinic is to assist underserved clients while allowing students to develop basic drafting skills with respect to wills, financial powers of attorney and advance healthcare directives, which are the foundational documents of an estate plan.

NOTE: Some local travel by students may be required as well as some availability during the week to meet with clients. Besides for class meeting times, students must be available some Fridays from 1:00 pm – 5:00 pm. Some flexibility may be available.

2 SEMESTER PROGRAMS

270 Hrs. to be Completed over 2 Semesters (10 Hrs. per Week)

6 Credits (3 Academic and 3 Non-Traditional)

CRIMINAL PROSECUTION PROGRAM

Jennifer DiGiovanni, Esq. and The Hon. David Spurgeon

- Adjunct Clinical Professors / Supervising Attorneys

This 2-semester program provides students with an on-site externship and classroom instruction covering all facets of criminal law from a suspect's arrest through the trial and post-trial stages. Students rotate through the DA's office in accordance with the topics being covered in the coursework.

PUBLIC DEFENDER PROGRAM

The Hon. Elliott Howsie and Stacey Steiner, Esq.

- Adjunct Clinical Professors / Supervising Attorneys

This 2-semester program is designed to provide students with an understanding of the process of criminal defense while offering practical experience working with adult persons accused of crimes. Students learn the stages of a criminal case, and have the opportunity to prepare, file, and argue motions, handle preliminary hearings before district justices and participate in diverse interactions with the court. In this program, students often rotate through the PD's office.

PA INNOCENCE PROJECT

Elizabeth DeLosa, Esq. - Adjunct Clinical Professor / Supervising Attorney

Students work with the project's legal staff to exonerate those who have been convicted of crimes they did not commit and prevent the innocent from being convicted. While investigating innocence claims and pursuing judicial appeals, students gain interviewing and legal writing skills, as well as an understanding of scientific evidence and admissibility rules.

NOTE: Some local travel by students may be required.

**DUQUESNE UNIVERSITY SCHOOL OF LAW - TRIBONE CENTER FOR CLINICAL LEGAL EDUCATION
2021 – 2022 IN-HOUSE CLINICS AND PROGRAMS REGISTRATION FORM**

2 SEMESTER CLINICS 280 Hrs. to be Completed Over 2 Semesters (10 Hrs. per Week) 6 Credits (3 Academic and 3 Non-Traditional) – year-long courses	NOTES
<u>Re-Entry Legal Services Clinic</u> – 8 Students – Professor TBA <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Tuesdays 4:00 – 5:45pm</i>	<hr/>
<u>Family Law Clinic</u> – 8 Students – Professor Norton <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Wednesdays 3:30 – 5:30pm AND must be available for at least one time period weekly (either Wednesdays 9:00 – 12:00 noon OR Fridays 9:00 – 12:00 noon)</i>	<hr/>
<u>Veterans Clinic</u> – 8 Students – Professors Kunz and Rago <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Wednesdays 3:30–5:30pm AND must be available Weds. 9:00 – 4:00pm</i>	<hr/>
<u>Youth Advocacy Clinic</u> - 16Students – Professor Sizemore <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Fridays 10:00 – 11:45am</i>	<hr/>
2 SEMESTER CLINIC 93 Hrs. to be Completed per Semester 4 Credits (2 Academic and 2 Non-Traditional) – year-long course	
<u>Federal Litigation Clinic</u> – 4 Students – Professors Roe and Simon <i>Co-requisite: Evidence</i> <i>Class Meeting Time: Tuesdays 6:00 -8:00pm</i>	<hr/>
1 SEMESTER CLINIC 140 Hrs. to be Completed Over 1 Semester (10 Hrs. per Week) 3 Credits (1.5 Academic and 1.5 Non-Traditional) Students MUST register separately for Fall & Spring Semesters.	
<u>Unemployment Compensation Clinic</u> – 8 Students – Profs. Simon and Romano <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Thursdays 6:00 – 8:00pm AND must be available for client hearings during the day once or twice a week.</i>	<hr/>
<u>Wills and Healthcare Decisions Clinic</u>– 8 Students – Prof. Orsatti <i>Co-requisite: Evidence</i> <i>Recommended not required Co-requisite: Estates and Trusts</i> <i>Class Meeting Times: via Zoom Fridays 10:00–11:45am AND must be available some Fridays 1-5:00pm.</i>	<hr/>
2 SEMESTER PROGRAMS / PROJECTS 280 Hrs. to be Completed Over 2 Semesters (10 Hrs. per Week) 6 Credits (3 Academic and 3 Non-Traditional)	
<u>Criminal Prosecution Program</u> – 8 Students – Professors DiGiovanni and Judge Spurgeon <i>Prerequisite: Evidence; Certified– 3L, 4E Only</i> <i>Class Meeting Times: Thursdays 4:00 – 5:45pm</i>	<hr/>
<u>Public Defender Program</u> – 8 Students – Professors Howsie and Steiner <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Thursdays 3:30 – 5:30pm</i>	<hr/>
<u>PA Innocence Project</u> – 4 Students – Professor Delosa <i>Co-requisite: Evidence</i> <i>Class Meeting Times: Fridays 9:00 – 11:00am</i>	<hr/>

SAMPLE EXTERNSHIP OFFERINGS 2021-2022

More than 300 clinical externships are available with courts, non-profit organizations, hospitals, state and federal government agencies, and private-sector placements. This list provides only a summary of some of the eligible placements:

- Allegheny County Bar Pro Bono
- Allegheny County Department of Human Services
- Allegheny County District Attorney's Office
- Allegheny County Solicitor
- Allegheny County Office of Conflict Counsel
- Allegheny County Office of the Public Defender
- Butler County Public Defender's Office
- Christian Legal Aid
- City of Pittsburgh – Department of City Planning
- Civil Law Project of Women's Center & Shelter
- Commonwealth Court of PA
- Community Justice Project
- Court of Common Pleas of Allegheny County
- Court of Common Pleas of Butler County
- Court of Common Pleas of Cambria County
- Court of Common Pleas of Mercer County
- Court of Common Pleas of Westmoreland County
- Disability Rights Network
- Fair Shake Legal Services
- Federal Circuit Court
- Jewish Family & Children's Service Immigration Project
- KidsVoice
- Laurel Legal Services, Inc.
- National Labor Relations Board Region Six
- Neighborhood Legal Services Association
- PA Department of Environmental Protection Office of Chief Counsel
- PA Human Relations Commission
- PA Innocence Project (35-40 hours Summer Only)
- PA Institutional Law Project
- PA Office of the Attorney General
- Pittsburgh Commission on Human Relations
- Pittsburgh Zoning Hearing Board
- Point Park University
- Robert Morris University
- Superior Court of PA
- Supreme Court of PA
- U.S. Attorney's Office
- U.S. Department of the Interior
- U.S. District Court for the Western District of PA
- UPMC
- Washington County District Attorney's Office
- Washington County Public Defender's Office

Full-Time Externships are available in Washington, DC, Harrisburg, and the Netherlands. Please contact Professor Grace Orsatti for more information.

EXTERNSHIP INTEREST FORM

Some general requirements for participation in the externship program include, but are not limited to the following:

Eligibility begins after a student has completed his or her first year, provided the student is in good academic standing. First-year day and evening students are not eligible for participation in externships. However, we encourage first-year students to register for a second-year externship, prior to the issuance of final first-year grades. The Law School retains the discretion to tentatively approve such registration on the condition of a subsequent good standing determination.

All Fall/Spring Externships are 1-3 credits, semester-long, Pass/Fail courses requiring 46-140 hours of work over the semester. Summer Externships are for 1-6 credits, Pass/Fail courses requiring 46-280 hours of work over the summer. The externships take place at a government, judicial or non-profit entity. All externships have a mandatory seminar component.

You may not register for an externship if you are registered for any other externship or clinic in the same semester without faculty approval.

Credits earned in externships are classified as non-traditional credits. A student may complete a total of eighteen (18) non-traditional credits during his or her law school tenure.

Student Name: _____

Student Year & Division (3D, 4E, 2D, 3E, 4PTD, etc.): _____

Requested Externship / Area of Interest (if known):

Judicial Non-Profit Government Private-Sector

List any specific placement of interest (i.e. NLSA, 3rd Circuit): _____

Semester / Year of Externship: SUMMER FALL SPRING

Availability for meeting with Professor Grace Orsatti: _____

Please submit this completed form to the law clinic office at the Tribone Center for Clinical Legal Education or email to Prof. Grace Orsatti orsattig@duq.edu. It may also be dropped off at the law school's front desk to be delivered to the law clinic office.