

DUQUESNE UNIVERSITY SCHOOL OF LAW  
EXTERNSHIP APPLICATION

1. Students must meet with the Externship Director, Prof. Grace Orsatti before securing an externship placement. Prof. Orsatti will guide you through the externship program. 2. Students should submit a writing sample and resume and in certain cases letters of recommendation to Prof. Orsatti who will then secure the placement. 3. Good academic standing and a minimum cumulative G.P.A. of 2.0 is required. 4. Participation will be at the discretion of the Director. 5. A corresponding seminar is required unless waived.

**Registration for:** Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year: \_\_\_\_\_ #Credits \_\_\_\_\_

Name: \_\_\_\_\_ ID#: \_\_\_\_\_ 2D/3D/2E/3E/4E/4PTD

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Message Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Prerequisites/Related Courses Completed (check all that apply):

_____ Bankruptcy	_____ Corporations	_____ Evidence	_____ Mediation
_____ Con. Law	_____ Entertainment	_____ Immigration	_____ Securities Reg.
_____ Copyright	_____ Environmental	_____ Juvenile	_____ Trial Practice

Other related courses: \_\_\_\_\_

**Externship Information:** *(Complete & Accurate information is required)*

Agency: \_\_\_\_\_

Department/Division/Judge: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Start Date: (mm/dd/yy) \_\_\_\_\_ End Date: (mm/dd/yy) \_\_\_\_\_

Anticipated Work Days: M \_\_\_\_\_ T \_\_\_\_\_ W \_\_\_\_\_ TH \_\_\_\_\_ F \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Your signature indicates you wish to be officially enrolled and that you have read and agree to the rules and regulations in the Academic Bulletin.*

---

**\*ADMINISTRATIVE USE ONLY\***

G.P.A. Verified \_\_\_\_\_  
Confirmation Offer Rec'vd \_\_\_\_\_  
Confirmation to Supervisor \_\_\_\_\_  
Notes: \_\_\_\_\_

**COURSE** \_\_\_\_\_  
**CREDITS** \_\_\_\_\_  
**SEMINAR** \_\_\_\_\_

Sent to Records: \_\_\_\_\_

Director's Approval: \_\_\_\_\_