

For Office Use Only:

University of Florida
Student Legal Services

**LEGAL RESEARCH
INTERNSHIP APPLICATION**

SPRING 2022 SEMESTER

Application Materials

For your application to be considered, Student Legal Services requires that you provide the following information between **Monday, October 11, 2021** through **5PM, Thursday, October 21, 2021**:

Application packets submitted outside of the stated time period or incomplete packets will not be considered.

- Submit an Intake Form on the SLS website www.studentlegalservices.ufl.edu, "Apply for Services" button or the Request for Services slider or under Legal Consultations then Apply for an **Interview, Internship**
- A **cover letter**
- Your **resume**
- **Written response** to the question in the Information Sheet on the next page
- This completed **Application** including **Applicant Declaration** (see below)

Internship Application Form

Date:		Position Title:	Legal Research Internship			
First name:		Last name:		Nickname:		
Address:					Zip Code:	
Phone:	Home:		Work:		Mobile:	
Email:						
College/Department and Major:						
Anticipated Date of Graduation:						
How did you learn about the internship?						

Application Declaration

I understand that, if my application for an unpaid internship at Student Legal Services is successful and I am installed as a volunteer in the position for which I have applied or in any other such position, the offering of an internship to me will be expressly on the basis of the information that I have provided in relation to my application. I certify that all the assertions on my application and resume are true and correct in every detail. I understand that any incorrect statement in my application or interview on any matter relevant to my internship, including (but not restricted to) my qualifications, experience, ability, or personal integrity, may result in my dismissal from or denial of the position.

Signed:

Print Name:

Date:

Address Application Materials To

UF Student Legal Services
Attn: Alisha P. Tabag, Esq.
3500 J. Wayne Reitz Union
Gainesville, FL 32611-8505

Upload the application materials into our online system under Request for Services. You can access your database entry to upload any necessary documents.

Student Legal Services Legal Research Internship Information Sheet

Overview of the position: This is an unpaid internship in UF Student Legal Services (SLS) that provides 6-7 UF students each semester with an opportunity to explore the legal process and the legal profession or a pertinent social issue. SLS is not an academic unit so we cannot offer the internships for course credit. However, you may be eligible to receive course credit through your college/department or the honors program. Contact the appropriate person to verify whether the Student Legal Services internship qualifies for course credit and the requirements to receive credit.

Tasks: Conduct informal research under the supervision of the Associate Director/attorney. Develop projects that will enhance the intern's knowledge of the legal field or pertinent social issue.

Time commitment: Interns are expected to commit at least **five (5)** hours per week over 15 weeks (75 total hours during the fall & spring semesters) or over 12 weeks (60 total hours during summer semester), to the project. Internships for course credit may require more of a commitment. Interns should check with their college/department for the specific requirements for the satisfactory completion of the internship. The internship begins January 2022 and ends April/May 2022. **The internship may have to be conducted remotely based on UF's COVID-19 protocols.**

Qualifications: To be eligible, applicants must be currently registered at UF with a class standing of sophomore or higher as of the Spring 2022 semester and have an interest in the legal field. Students from all majors are welcome to apply. Interns must have strong written and verbal communication skills.

Training required: All interns will participate in an individual orientation and two (2) progress meetings during the semester. The supervising attorney will provide individual training and guidance on an ongoing basis.

Purpose/benefits: SLS provides UF students with free and confidential counseling, education, and referrals on all types of legal matters. Interns benefit SLS by supporting the empowerment of fellow students and improving access to SLS services.

Benefits to the intern: This internship provides the opportunity to gain exposure to the legal field, assist SLS in the research of issues pertinent to the office and/or to explore a law-related/social issue of interest to the student.

APPLICATION PROCESS: Go to the SLS website at www.studentlegalservices.ufl.edu to submit the intake form and also submit online this completed application form, answer to the question below, cover letter, and current resumé.

Please also respond to the following question in writing (please limit responses to *no more than one page*):

What fictional character (from movies, television, comics or books) do you identify with most? Why?

SLS will accept application materials from **Monday, October 11, 2021**, through **5:00 PM on Thursday, October 21, 2021**. Selected applicants will be invited for an interview and up to 7 interns being selected from the interview process. **Application packets submitted outside of the stated time period or incomplete packets will not be considered.**

**APPLICATION PACKETS SHOULD BE SUBMITTED
ONLINE THROUGH THE INTAKE FORM PORTAL**