

STUDENT INTERN AGREEMENT

As a student participant in the Duquesne Law School Pro Bono Program, I agree to the following:

1. When an organization offers me a position, I will respond within three business days.
2. When I accept a position, I will finish the work agreed upon with my supervisor, recognizing that I have undertaken a professional responsibility. Only extraordinary situations will exempt me from finishing the agreed-upon work. Under such circumstances, I will inform my supervising attorney and my law school's Pro Bono Coordinator, and will strive to minimize the adverse impact of my departure.
3. I will ask my supervisor to explain assigned work if I do not understand how to proceed, to clarify expected time-lines, and to review and evaluate my work.
4. I agree that I will strive to avoid any conflicts of interest regarding a placement, whether from previous or current employment, interest or activity.
5. I understand that I must have successfully fulfilled all course prerequisites or other special requirements which are listed on a placement announcement.
6. I will perform legal activities only under the direct supervision of an attorney.
7. I understand that I should generally be performing substantive work, although my duties may include routine work that professional in a particular office are expected to perform. However, if clerical work constitutes the majority of my volunteer activities, or if I have any other problems while serving at an organization, I will discuss the problem with my supervising attorney and my law school's Pro Bono Coordinator.
8. I agree to submit a report and evaluation of my experience to my law school's Pro Bono Coordinator for each position I accept and at the end of every placement period during which I serve (spring, summer, fall). If I remain in a position over more than one placement period, I will complete a separate report for each.
9. I understand that the choice of an organization with which to volunteer is mine alone, and that I have the right to decline or withdraw from any placement or project that I feel presents risk of injury or harm.

Student's Name (Please Print)

Student's Signature

Date

Note: Signing this form in no way requires you to pursue a pro bono placement this semester, you may choose to defer or not to pursue a placement at all. This agreement is only effective should you pursue and accept a pro bono placement.