

GUIDELINES FOR STUDENT PRACTICE CERTIFICATION IN MASSACHUSETTS

Under certain circumstances, Rule 3:03 of the Massachusetts Supreme Judicial Court allows students to represent clients in cases or proceedings pending before administrative agencies or in any court of the Commonwealth.

RULE 3:03 CERTIFICATION ELIGIBILITY FOR SENIORS

The information listed below is intended for informational purposes only and all students seeking 3:03 Certification must comply with the SJC Rule and procedures. Questions may be directed to Marie Fletcher, Clinical Programs Administrator.

HOW DO I QUALIFY?

To qualify under Rule 3:03, you must satisfy the following criteria:

- You must have successfully completed your next to last year of law school study and be applying at least three months prior to graduation.
- Student must have written approval by the Dean of the law school of his/her character, legal ability, and training (Dean's signature is on initial request form).
- You must have successfully completed or be enrolled in Evidence or Trial Practice.
- You must be supervised by a Massachusetts Licensed Attorney.

WHAT CAN I DO IF I AM CERTIFIED?

You may appear on behalf of the Commonwealth in civil and criminal proceedings under general supervision of a member of the bar of the Commonwealth of Massachusetts who is:

1. A regular or special assistant district attorney.
2. A regular or special assistant attorney general.
3. A corporation counsel.
4. A city solicitor, town counsel, assistant municipal counsel or assistant solicitor.

You may appear on behalf of indigent defendants in civil and criminal proceedings provided that the conduct of the case is under the general supervision of a member of the bar of the Commonwealth of Massachusetts who is:

1. Assigned to the case by the Committee for Public Counsel Services.
2. Employed by a non-profit program of legal aid, legal assistance or defense or a law school clinical instruction program.

HOW DO I GET CERTIFIED?

- See Marie Fletcher in the Clinical Programs Office 119A. Provide the name, contact information, and BBO # for your supervising attorney.
- The law school will process your forms and submit them to the court. Once the court has received the completed forms, it will process the request and issue a Notice of Certification to the law school, the student, and the supervising attorney.

TERMINATION OF 3:03 CERTIFICATION

Certification is automatically withdrawn by the SJC at the end of each semester.

Students who wish to continue certification under the same attorney bar member for a subsequent semester or who wish to be recertified under a new attorney bar member must request the submission of a 3:03 Student Practitioner Amendment form.

Graduating students must request the submission of a 3:03 Student Practitioner Amendment form prior to the end of the semester to continue their Student Practitioner status.

RULE 3:03 CERTIFICATION ELIGIBILITY FOR JUNIORS

The information listed below is intended for informational purposes only and all students seeking 3:03 Certification must comply with the SJC Rule and procedures. Questions may be directed to Marie Fletcher, Clinical Programs Administrator.

HOW DO I QUALIFY?

To qualify under Rule 3:03, you must satisfy the following criteria:

- If you have begun your next to last year of law study and **are enrolled in a clinic or externship**, you may be certified to appear in **civil proceedings only** as part of your participation in the clinical instruction program (a clinic or externship).
- You must have successfully completed or be enrolled in Evidence or Trial Practice.
- Student must have written approval by the Dean of the law school of his/her character, legal ability, and training (Dean's signature is on initial request form).

WHAT CAN I DO IF I AM CERTIFIED?

A junior law student may appear on behalf of the Commonwealth in civil proceedings only under general supervision of a member of the bar of the Commonwealth of Massachusetts who is:

1. A regular or special assistant district attorney.
2. A regular or special assistant attorney general.
3. A corporation counsel.
4. A city solicitor, town counsel, assistant municipal counsel or assistant solicitor.

A junior law student may appear on behalf of indigent defendants in civil proceedings only provided that the conduct of the case is under the general supervision of a member of the bar of the Commonwealth of Massachusetts who is:

1. Assigned to the case by the Committee for Public Counsel Services.
2. Employed by a non-profit program of legal aid, legal assistance or defense or a law school clinical instruction program.

HOW DO I GET CERTIFIED?

- See Marie Fletcher in the Clinical Programs Office 119A. Provide the name, contact information, and BBO # for your supervising attorney.
- The law school will process your forms and submit them to the court. Once the court has received the completed forms, it will process the request and issue a Notice of Certification to the law school, the student and the supervising attorney.

TERMINATION OF 3:03 CERTIFICATION

Certification is automatically withdrawn by the SJC at the end of each semester.

Students who wish to continue certification under the same attorney bar member for a subsequent semester or who wish to be recertified under a new attorney bar member must request the submission of a 3:03 Student Practitioner Amendment form.