

CLINIC/PRACTICUM

APPLICATION AND SELECTION PROCESS

HOW DO I APPLY FOR A CLINIC?

- Clinic and Practicum applications are accepted each spring during the open application period for spots in the fall and spring semesters of the following academic year.

We recommend that students applying for a clinic attend an advising session to guide you through the process of determining what type of placement will help you achieve your career and academic goals.

- Advising Sessions will be held the week of February 9th. Please contact Marie Fletcher to set up a 15 minute advisory session at mfletcher@law.wne.edu or 413-782-1469.
- Complete a clinic application for each clinic to which you are applying. The clinic applications can be found on Symplicity in the Document Library under **Resources** or on the Kodiak page titled Clinical Programs Information. You may also email Marie Fletcher for an application at mfletcher@law.wne.edu.
- Apply to Clinics through Symplicity.
- Application Deadline Date is **Wednesday, February 25, 2026** at midnight.

APPLICATION GUIDELINES

- Students should apply to all clinics they are interested in.
- Students who are accepted for two or more clinics must choose one clinic. You may ask to be placed on the waitlist of another clinic for the alternate semester.
- Students may not withdraw their acceptance of a clinic to choose another clinic offering.

SELECTION GUIDELINES

- 3Ls who have not had a clinic will be given preference over any person who has had a clinic.
- 2Ls who have not had a clinic will be given preference over 3L's who have had a clinic.
- 3Ls who have had a clinic will be given preference over 2L's who have had a clinic.

SELECTION PROCESS

Clinic directors select students through a process that includes submission of an application, resume, and transcript, followed by an interview. Clinic faculty select students based on a combination of their satisfaction of clinic prerequisites, academic performance, prior experience, and demonstrated interest in the subject matter, balanced with the programmatic needs of maximizing student participation.

Students aggrieved by the selection process may submit a written appeal to the Associate Dean of Experiential Learning within 5 days of an adverse decision. Because the selection process is carefully considered, decisions will only be overturned in extraordinary circumstances.

The Western New England University School of Law prohibits discrimination in the selection of students for clinical programs on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference.

REGISTRATION

Students must sign a Clinic Registration Form, to formally accept their clinic spot. The form can be found on the Registrar webpage under Forms.