

**Duke Law School
Pro Bono Project**

ACCEPTANCE OF PLACEMENT

Student Name _____ Year of Graduation 200__ Degree _____

Placement Selected _____

Email _____ Phone (indicate cell__ or home__) _____ Date _____

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

1. After receiving a referral, I will keep the Office of Public Interest & Pro Bono informed of developments, including whether I receive prompt and positive response from the organization, whether I accept a position, whether I decline a position or decide not to volunteer, and whether I receive compensation or academic credit.
2. When an organization offers me a position, I will respond to the offer within three business days.
3. I understand that I am accepting this placement for one semester (except for those few placements that indicate a longer period). When I accept a position, I will finish the work agreed upon with my supervisor, recognizing the following: I have undertaken a professional responsibility affecting the legal interests of the clients(s) served; and the credibility of my school and future opportunities for other students as well as myself are affected by my conduct. Only extraordinary situations will exempt me from finishing the agreed-upon work. Under such circumstances I will inform my supervisor and the Associate Dean in the Office of Public Interest & Pro Bono of my circumstances.
4. 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.
5. I will not perform legal work, including legal research, if not supervised by an attorney. I may perform policy work and other non-legal activities without attorney supervision. If unclear about what constitutes the practice of law or attorney supervision, I will consult with the pro bono faculty in the Office of Public Interest & Pro Bono to obtain clarification. Duke Law School assumes no liability for malpractice.
6. I understand that I should generally be performing substantive work, although my duties may include routine work that professionals in a particular office are expected to perform. However, if clerical work constitutes the majority of my volunteer activities, I will notify my supervisor and the Office of Public Interest & Pro Bono.
7. If I have a problem while serving at an organization, I will discuss it with my supervisor or the contact person who accepted my application. If the problem is not resolved, I will contact the Office of Public Interest & Pro Bono.
8. I agree to respond to the requests of the Office of Public Interest and Pro Bono to submit a time log and an evaluation of my experience at the end of my placement period. I will notify the Office of Public Interest and Pro Bono if I remain with my placement over more than one placement period.
9. I understand that the Duke Law School Pro Bono Project serves as a clearinghouse for volunteer opportunities and that the Law School and University take no responsibility for injury or other liability in connection with a particular public service opportunity.

Student's Signature

Date

Duke Pro Bono Project Faculty/Administrator Signature

Date

Internal use only: Date of Return of Supervisor Agreement _____