UNIVERSITY OF SAN FRANCISCO | School of Law

University of San Francisco – School of Law
Application for an International Externship or
an International Immersion Course

Externship Requirements: Students must have completed one year of full-time study or two years of part-time study at USF School of Law, and must be in good academic standing.

Immersion Course Requirements: Students must have completed one year of full-time study or two years of part-time study at USF School of Law.

Instructions: Please submit the application form along with all other required documents (see list on page 4) to Marie Melvin in the Center for Law and Global Justice/Office of International Programs (room 335) or email a scanned copy of all documents to mdmelvin@usfca.edu

General Application Deadline: Friday, January 25

Interviews will take place between February 4 and February 15
Results: February 20
Commitment Deposit ($350): March 15
Tuition Deadline: April 15

Part I: Personal Information

Picture
MANDATORY

(can be a photocopy)

Applicant Name:

_____
Last/Family Name, First/Personal Name

Student ID#:_____ Date of Birth: _____

Gender: ☐ Male ☐ Female

Cell Phone (US #): _____

USF E-Mail: _____

Alternate E-Mail: _____

Permanent Address: _____

Permanent Ph #:_____

Passport: ☐Yes ☐ No

Part II: Academic Information

Classification:

□ 1L □ 2L □ 3L

Division:

□ Full Time □ Part Time

I understand that I must have completed one year of full time study or two years of part-time study and must be in good academic standing **to participate in an externship program**.

I understand that I must have completed one year of full time study or two years of part-time study **to participate in an immersion course.**

Part III: Questionnaire

1. **Preferences: Please mark your choice(s) as to type of law and country. You must include your order of preference (#1, #2, #3, etc), if you are interested in more than one area of law and/or country. If two or more programs are equal in your hierarchy of choices, mark them with the same number, e.g. Cambodia 1, China 1, Haiti 2, Philippines 3. If you have no priority preference, mark all the countries or fields of law in which you are interested as 1.**

   a) **COUNTRY PREFERENCE(S)**

   Externships/immersion course:
   ____ Beijing or Shanghai, China
   ____ Hanoi or Ho Chi Minh City, Vietnam
   ____ Manila, Philippines
   ____ Phnom Penh, Cambodia
   ____ Pisa, Italy
   ____ Haiti immersion course

   ____ No preference

   b) **LAW PREFERENCE(S)**
   ____ Business law
   ____ Human rights law
   ____ Intellectual property law
   ____International development/rule of law
   ____Other, please specify_____

2. **Do you speak any of the following languages?**

   a) **French**? ☐ Yes ☐ No
   (If yes, level: ___beginner, ___intermediate, ___ advanced)

b) **Creole**? ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___ advanced)

c) **Mandarin Chinese**? ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___advanced)

d) **Shanghai dialect**? ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___advanced)

e) **Vietnamese**? ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___advanced)

h) **Tagalog?** ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___advanced)

f) Italian? ☐ Yes ☐ No
(If yes, level: ___beginner, ___intermediate, ___advanced)

3. **Do you have any prior international work experience?** ☐ Yes ☐ No
If yes, please provide a brief summary (200 words or less), of your international work experience.

4. **Have you undertaken any formal or informal study of any of the countries or regions in which internships are being offered?** ☐ Yes ☐ No
If yes, please provide a brief statement (200 words or less), describing these studies.

5. **Have you lived, worked or studied outside of the U.S.?** ☐ Yes ☐ No
If yes, please provide a brief description (200 words or less).

Part IV: Additional Documents

Applicants must also submit the following materials

- □ Resume
- □ Brief Statement of Interest (Essay of 500 words or less, Times New Roman, 12 font, 1 inch margins) explaining your interest in the program and any particular relevant personal background.
- □ Authorization to review transcript (see page 5 below)
- □ Contact information (name, email address, phone number) for 2 references: one professional and one faculty member

The above documents must be submitted at the same time as this application form. They may be delivered in hard copy to Kendrick Hall, Room 335, scanned, or sent as email attachments in PDF format to mdmelvin@usfca.edu.

Part V: Consent to Release Information

If I participate in an international summer program, I give the USF-School of Law, Center for Law and Global Justice, permission to release my name, e-mail, and phone number to any USF-School of Law student who wishes to contact me to learn more about my summer program. **Yes___ No___**

I agree to be contacted to participate in future study abroad related events (i.e. re-entry events, information and pre-departure meetings, and fairs)? **Yes___ No___**

Part VI: Declaration

I hereby certify that all the information I have provided on this University of San Francisco application form and attachments is true and correct.

Signature: _____

Date: _____

Please contact Marie Melvin for any questions or concerns, by phone at 415.422.6280 or by email mdmelvin@usfca.edu.

Thank you!

Authorization to release transcript

I hereby give my consent to the Law Registrar's Office to release a copy of my transcript to the International Programs Office and appropriate programs director(s) for the purpose of evaluating program applications.

Print Name as it appears on USF records: _____

USF ID Number: _____

Signature: _____

Date: _____