Students wishing to apply for the Washington & Lee DC Program must complete this application in full, and submit all accompanying documentation, by no later than January 14, 2014. Email your completed application to DCprogramapp@wlu.edu. Late applications will not be reviewed.

PROGRAM OVERVIEW AND COURSES OFFERED

Students in the DC Program extern with an organization working on issues of federal law in either the fall or spring (one semester only). Students enroll in an externship seminar and accompanying practicum and legal profession courses established by Washington and Lee in Washington, DC. For students maintaining their residence in Lexington for the full-year, financial assistance will be provided (see Housing and Expenses).

Externship Placements and Seminar

Students will secure externship placements working on issues of federal law. Students will apply and obtain externship placements on their own following acceptance into the DC Program, but each placement must be approved by the Assistant Dean for Clinic and Externship Administration. A non-exhaustive list of potential Washington, DC externships is posted on the Washington & Lee website. Once a student commits to an externship placement, the student should not withdraw from the placement absent extraordinary circumstances and consultation with the Assistant Dean for Clinic and Externship Administration.

Students will also enroll in an Externship Seminar course taught in the evening.
PRACTICUM COURSES

Students will enroll in one of two practicum courses offered in Washington, DC. Due to limitations on practicum class size, students are not guaranteed to receive their preference between the two courses.

THE LEGAL PROFESSION

Students will participate in The Legal Profession course addressing topics that arise in the law practice and in the legal system. This course will be taught contemporaneously with the Externship Seminar.

CREDITS

Students will receive a total of 10 or 11 credits during the semester in DC. These credits are comprised as follows:

- Externship Fieldwork: 3 pass/fail credits (depending on externship credit structure for 2014/15 academic year TBD)
- Externship Seminar: 2 graded credits
- The Legal Profession: 1 pass/fail credit
- Practicum Course: 5 graded credits

The externship fieldwork, externship seminar, and practicum course count toward the student’s required 16 experiential credit minimum for the third-year curriculum.

HOUSING AND EXPENSES

Students are responsible for their own housing and expenses in DC. Students with local rental obligations are eligible for a stipend not to exceed their 5-month total rent or $1500, whichever is less. Students in the DC Program may also be eligible to adjust their cost of attendance to the increased cost of living in DC. Students interested in the adjustment option should contact the Financial Aid Office. However, please know that you will be asked by Financial Aid to provide a detailed budget reflecting your living expenses in Washington, DC. Financial Aid will then compare your cost of living in Washington, DC to the cost of living in Lexington as estimated for the law school’s cost of attendance. Financial Aid will then make any necessary adjustments to your loan eligibility in light of this comparison.

APPLICATION PROCESS AND SCHEDULE

Applications must be submitted as a single PDF file to DCprogramapp@wlu.edu by 11:59 p.m. on Tuesday, January 14, 2014.
The application must contain, in the following order:

1. Statement of Interest (no more than 500 words) that must include a discussion of:
   a. the applicant’s reasons for wanting to participate in the DC Program;
   b. the applicant’s career goals and the skills he or she hopes to gain by participating in the DC Program;
   c. the type of externship applicant is interested in and why (discuss 1-2 agencies or organizations in which applicant has an interest); and
   d. information about the applicant’s background or experiences that may be relevant to participation in the DC Program.

Additionally, please indicate in the Statement of Interest which semester (fall or spring) applicant is most interested in participating. Designation does not guarantee placement during the semester requested (see Selection below).

Please also include a statement indicating applicant’s understanding that by submitting an application, applicant understands that he or she is subject to enrollment in either semester of the 2014-15 academic year.

2. Resume (1 page)

3. Transcript (unofficial is acceptable)

   **SELECTION**

   Selection will be based upon the information provided in the application, including consideration of the applicant’s academic performance and writing skills, and faculty input (solicited by the Dean’s Office).\(^1\) If more than 24 students apply for the DC Program, 16 applicants determined to be most qualified will be selected to participate based upon the aforementioned criteria. A lottery will be held to determine the remaining 8 participants from a pool of applicants determined to be qualified to participate in the DC Program based upon all of the aforementioned criteria.

   By submitting an application, students are agreeing to enroll in either semester of the 2014-15 academic year.

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\(^1\) Students should not submit individual references.
**APPLICATION AND SELECTION SCHEDULE**

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 14, 2014</td>
<td>Applications submitted (by 11:59 p.m.)</td>
</tr>
<tr>
<td>January 22, 2014</td>
<td>Students notified of selection or lottery participation where applicable</td>
</tr>
<tr>
<td>January 24, 2014</td>
<td>Students notified of lottery results (a wait list is possible)</td>
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<tr>
<td>May 15, 2014</td>
<td>All fall externship students must have an approved DC Placement or may be subject to replacement by a student on the wait list</td>
</tr>
<tr>
<td>November 14, 2014</td>
<td>All spring externship students must have an approved DC Placement or may be subject to replacement by a student on the wait list</td>
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