



MABA Federal Judicial Externship and Scholarship Program: Summer 2020 Program Overview

Program Overview:	<p>In 2013, the Mexican American Bar Association (“MABA”) launched its Federal Judicial Externship and Scholarship Program for law students from the greater Los Angeles area. The Program’s mission is to increase access to highly sought-after judicial externship positions in federal district courts for Latino/a law students in Los Angeles.</p> <p>For summer 2020, MABA will select six exemplary Latino/a students to be placed for 10 weeks as judicial externs in participating judicial chambers. Selected students will be placed in the chambers of the judges listed below. Recognizing that Latino/a students are often unable to pursue externships because such positions are often unpaid, the program will provide a \$2,000 scholarship to each selected program student.</p> <p>This year, the Program is pleased to announce the participation of Associate Justice John L. Segal, of the California Second District Court of Appeal, in the program.</p>
Training & Programming	<p>Selected students are required to attend a pre-summer training in Los Angeles. In addition, students will also participate in a series of lunch time and weekend discussions and programs during their externships hosted by participating judges, law firms, and non-profit and other governmental organizations.</p>
Participating Judges:	<p>Honorable Dean D. Pregerson, United States District Court for the Central District of California Honorable Philip S. Gutierrez, United States District Court for the Central District of California Honorable Jesus G. Bernal, United States District Court for the Central District of California Honorable Fernando M. Olguin, United States District Court for the Central District of California Honorable Andre Birotte, Jr., United States District Court for the Central District of California Associate Justice John L. Segal, California Second District Court of Appeal</p>
No. of Students Selected:	Six
Funding:	Each selected student will receive a \$2,000 scholarship
Term:	Ten (10) week Summer Term; Full-Time schedule (minimum of 40 hours per week). All externships must begin by Tuesday, May 26, 2020, and end at the completion of ten weeks (unless other dates specified or agreed upon by participating chambers). Daily work schedules and exact start date will be determined by the chambers of the participating judge.

SELECTION PROCESS: IMPORTANT DATES AND DEADLINES

- December 1, 2019:** First date completed applications are accepted.
- January 6, 2020:** Deadline to submit the completed application and materials. Applications must be submitted no later than 5:00 p.m. on Monday, January 6, 2020, to be considered.
- January 2020:** Selection Committee interviews select applicants and chooses a limited number of finalists to be considered by participating judges for program selection.
- First week of February 2020:** Six finalists are selected for placement in chambers of participating judges.
- February 22, 2020:** MABA announces and recognizes the six students selected to participate in the Program at its annual Installation Awards Dinner.
- May 26, 2020:** Start dates may vary by judge, but all applicants must be available to start work at their placement by May 26, 2020.

PROGRAM AND SCHOLARSHIP ELIGIBILITY REQUIREMENTS

- Applicants who are residents of the greater Los Angeles area will be considered. Students attending law schools outside Los Angeles may apply if they have roots/ties to Los Angeles and its surrounding communities and intend to practice law there.
- Demonstrated commitment to community service, the Latina/o community, and potential to succeed.
- Classes of 2021 and 2022 (1L and 2L) students.
- Applicants must be in good academic standing. For Program eligibility purposes, good academic standing means that a student is not on academic probation.

SELECTION CRITERIA

- Demonstrated interest in a federal and/or appellate externship
- Classes of 2021 and 2022 students
- Strong roots/ties to the greater Los Angeles area and an intention to practice there after graduation
- Good academic standing

PROGRAM COMMITTEE MEMBERS

Marisa Hernández-Stern*, California Department of Justice
Miguel Gradilla*, Associate, Boies Schiller Flexner, LLP
Joseph Guzman, Associate, O'Melveny & Myers LLP
David Ramírez-Gálvez, Associate, Alexander Krakow + Glick LLP

Koren L. Bell, Partner, Larson O'Brien LLP
Monica Guizar, Associate General Counsel, SEIU
Ryan Murguía, Counsel, O'Melveny & Myers LLP

**Committee Co-Chairs*

QUESTIONS

Any questions about the program may be directed to MABA 2020 President and Federal Judicial Externship Program Co-Chair Marisa Hernández-Stern by email at marisa.mabalaco@gmail.com.

FREQUENTLY ASKED QUESTIONS (1/2)

How does the application, interview, and selection process work?

After the application deadline, the committee reviews the submitted applications and selects a group of students to interview in-person (or via Skype). After the interviews, the committee then selects a smaller group of interviewed students whose applications are passed along to participating chambers for consideration. Participating judges and their clerks then engage in their own independent review process and indicate their preferences to the committee. Selected candidates are then made an offer to participate in the program and have 24-hours to accept an offer to participate.

May I choose the judge for whom I work?

No. Students who apply to the program agree to be placed in the chambers of any of the six participating judges. Students may not indicate a preference for one particular judge. The only exception to this is for students who cannot work in chambers in Riverside (Hon. Jesus Bernal). Students apply to the program, not to a particular judge.

When are applications accepted?

Applications are accepted on a rolling basis, beginning December 1, 2019. Students are encouraged to submit their applications before the January 6, 2020, 5 p.m. deadline. Applications submitted after the designated date and time, as well as incomplete applications, will not be considered. Applications must also be submitted in the requested form. All applications will be evaluated after the January 6, 2020, deadline.

What if I have not yet received my fall semester grades when I submit my application?

An applicant should submit the fullest transcript available at the time of the transmission of his or her application, and can supplement the application with a complete transcript as soon as it becomes available. Applicants must indicate on their certification whether they are submitting a complete transcript.

Is it required that I interview in-person?

No. Law students who are invited to interview and reside outside of the Los Angeles area may interview with the committee via Skype.

Do I need to submit an official transcript?

No. It is not necessary to submit an official transcript. It is sufficient to submit a print out of your unofficial transcript.

Should I submit my undergraduate or other graduate school transcripts?

Second year students should only submit a law school transcript. First year students are encouraged to submit their undergraduate transcripts. First year students are **not** required to submit undergraduate transcripts.

What type of writing sample should I submit?

Writing sample samples should demonstrate your legal research and analysis abilities. Legal research memoranda, law review articles, and motions that reflect a student's original research and legal analysis may be submitted.

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FREQUENTLY ASKED QUESTIONS (2/2)

May I “split” my summer or work part-time in chambers?

No. The purpose of the program is to provide an immersive summer experience to our scholarship recipients. Program participants must commit to working a full ten-weeks in chambers, unless otherwise specified by chambers. Students may not “split” their summer (e.g. work half of the summer in chambers and the other half in another position), nor may students work part-time. The program requires students to commit to working a minimum forty-hour work week, five days per week.

If I am selected for the program, is it necessary to attend the pre-externship training in Los Angeles?

Yes. The pre-externship training in Los Angeles is mandatory for program participants. If some students are unable to make the training date selected by the Program, a second training will be conducted either in-person or via Skype.

When and where does the pre-externship training take place?

The pre-externship training traditionally takes place during the spring in Los Angeles. The date varies, but the program endeavors to choose a date that is consistent with the spring break schedules of participating students’ law school academic calendars. If all students can attend the Installation and Awards dinner in Los Angeles on February 22, 2020, it is likely that the training may take place on Sunday, February 23, 2020.

Is the additional summer programming mandatory?

Yes. Attendance at the additional summertime programs is mandatory. The programming provides unique professional development and networking opportunities for externs. Dates for the additional programming will be announced at the beginning of the summer.

When are scholarship funds disbursed?

Scholarship funds are disbursed once the student accepts a scholarship offer. Scholarship funds are typically disbursed before students begin their summer externship.



MABA Federal Judicial Externship and Scholarship Program, Summer 2020 Application: *Application Instructions*

Thank you for your interest in the Mexican American Bar Association's Federal Judicial Externship and Scholarship Program. Please read these directions carefully, as only applications that comply with the following guidelines will be considered:

- Sections One through Seven must be type written. Handwritten materials will not be considered.
- All pages of the Student Statement must include a header with the applicant's name. If you exceed one page, the statement should include page numbers.
- The Legal Writing Sample should not exceed ten (10) pages and must have page numbers.
- Application materials must be submitted in a single PDF file. The order of the materials should be as follows: Sections One through Seven; Student Certification; Resume; Transcript; Student Statement; and Legal Writing Sample. The PDF should be named "Applicant First Name Applicant Last Name: MABA Externship 2020 Application (e.g. Jane Roe MABA Externship 2020 Application). **Please do not include this instruction page with your application, nor pages 1-4 of the information application packet.**
- The subject line of the emailed application should read: First Name Last Name MABA Externship 2020 Application (e.g. Jane Roe MABA Externship 2020 Application).
- **All applications must be submitted to maba.fjep@gmail.com no later than 5.p.m. on Monday January 6, 2020, to be considered.**
- Questions about the program or the application may be directed to MABA 2020 President and Program Co-Chair Marisa Hernandez-Stern at marisa.mabalaco@gmail.com.

MABA Board members and their family members are not eligible to apply for this program.

Application Checklist (please do not include this checklist in your application materials):

- Application Sections One through Seven**
- Resume**
- Transcript**
- Student Statement**
- Legal Writing Sample**
- Signed Certification**

Section Three: Course Credit Information

Do you expect to receive academic/course credit for the externship? _____

Does your law school allow students to receive public interest or other school sponsored funding for completing a summer federal judicial externship? _____

Do you intend to apply for the American Bar Association Judicial Intern Opportunity Program (“JIOP”)? _____

Section Four: Hometown Information

Please briefly describe in no more than two to three sentences your ties to, or roots in, Los Angeles.

Section Five: Additional Information

You may refer to your resume if it addresses the items below. You may also submit a separate document if your responses do not fit in the spaces provided. **Responses should be provided in chronological order.**

Honors received (in or outside an academic setting):

Legal Experience: Please include the position title, dates of employment/volunteer activity, and name and contact information of a supervisor with whom may we speak to as a reference:

Extracurricular activities: Please include the name of the activity/organization, any applicable positions, and dates of participation.

Section Five: Additional Information (Continued)

Community Service: Please include the name of the activity/organization, any applicable positions, and dates of participation.

Section Six: Placement Availability

Students who apply to the Program, agree to be placed in the chambers of **any** of the participating judges. Five of the six participating judges' chambers are located in downtown Los Angeles. One participating judge is located in Riverside (the Hon. Jesus Bernal). Please indicate below if you are able to be placed in chambers in Riverside.

I am able to commit to completing an externship in Riverside, California: **YES** **NO**

Section Seven: Two References

Below, please include **all** the requested information for your two listed references.

Reference One:

Name: _____ **Current Position:** _____

Current Email: _____ **Current Phone:** _____

Brief Description of how reference knows applicant: _____

Reference Two:

Name: _____ **Current Position:** _____

Current Email: _____ **Current Phone:** _____

Brief Description of how reference knows applicant: _____

Additional Application Materials

1. Resume

2. **Transcript(s).** Both official and non-official law school transcripts are accepted. To the extent applicants have not received all their grades from the Fall 2019 Semester, applicants should indicate when they expect to receive the grade/provide an updated transcript in the certification below. *Transcripts are reviewed for the purpose of ensuring a student is in good academic standing. For program eligibility purposes, good academic standing means a student is not on academic probation.*
3. **Student Statement.** In 500 words or less, please explain why you should be awarded a MABA Federal Judicial Externship Program scholarship. You should include information regarding your background, reasons for pursuing further education, challenges you face outside of school, legal field of interest, career goals, any special circumstances, and why you are interested in this Program and an externship. *The word limit is strictly enforced. The student statement should include your name at the top, be double-spaced, and be typed in Times New Roman font, size 12. **Students are strongly encouraged to proof-read their writing samples and ensure they address why they are specifically interested in an externship.***
4. **Legal Writing Sample.** Please submit one legal writing sample. The sample may include, but is not limited to, legal research memoranda, persuasive briefs, or law review articles. Writing samples must be the applicant's original work and may not exceed ten pages. The applicant's original writing sample may be shortened to comply with the ten-page requirement.

SIGNED CERTIFICATION

I, _____, certify that the information provided in my MABA Federal Judicial Externship and Scholarship Program materials is complete and accurate to the best of my knowledge.

My application materials:

- Include my full, up-to-date transcript, including all grades for the Fall 2019 semester.
- Do NOT include my full, up-to-date transcript. I certify that I will provide my full transcript upon receipt. I believe that I should receive my final Fall 2019 grades around/or about _____ (Date).

I certify that I have included in a single PDF the following application materials:

- Application Sections One through Seven
- Resume
- Law School Transcript
- Student Statement
- Legal Writing Sample
- Signed Certification

Name: _____ (please type or print)

Student Signature*: _____ Date: _____

**Electronic Signature acceptable*