



LLB 3397/3396 Legal Internship Program

Statement of Objectives Template

UNIVERSITY OF WOLLONGONG SCHOOL OF LAW

To be completed by student and approved by supervisor. Refer to Student Handbook for information and examples.

Name of Student: _____

Firm/Organisation: _____

Internship Supervisor: _____

Dates of Internship: _____ No. of Working Days: _____

Proposed Internship Objectives:

- to obtain an appreciation of the workings of a medium sized legal office spread between two (2) branches of similar size;
- to understand the inter-relationship between branch offices of the one legal practice;
- to obtain some understanding of the practical application of the law to everyday factual circumstances;
- to experience management and administrative systems employed by a medium sized legal practice.

Proposed Work Activities:

- introduction to the office and those persons working at the office with a view to understanding the roles of various persons within the legal practice;
- review completed files of relevant work;
- observe and assist solicitors at sittings at Local Courts and the Family Court;
- observe solicitor/client interviews;
- undertake research to assist in the preparation of hearings or advices;
- observe general and staff management meetings;
- observe and assist in community activities eg mock trial presentations;
- observe at both offices and appreciate the differences in workings of various offices;
- review internship at regular intervals and at conclusion.

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Signature of Student

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Signature of Internship Supervisor

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