The Panetta Institute Fellows Program (the “Program”) is a joint venture between Santa Clara University School of Law in Santa Clara, California (the “School of Law”) and The Panetta Institute for Public Policy in Monterey, California (the “Institute”).

I. Purpose and Goals

A. Purpose

The Panetta Institute Fellows Program was developed to provide an educational opportunity for law students interested in the law and government, political science or public policy to work with professional staff at The Panetta Institute, on matters within the public mission and service of the Institute.

B. Goal

Goals of the Program include:

- The enhancement and reinforcement of students’ perceptions about the importance that law plays in government and national and regional public policy formation.

- The strengthening of students’ practical legal skills, including legal research, analysis and writing.

- Exposure of students to opportunities available outside of the “traditional” career path of work within a law firm (e.g., government, work with non-profit organizations).

These goals are met through students’ active participation in the Institute’s projects. The Panetta Institute experience is invaluable for students wishing to consider careers in which they will be able to use their law degrees in the areas of public policy or government, among others. Students participating in the program will also complete at least one substantive research and writing assignment during their experience.
II. General Program Requirements and Rules

A. General Requirements

The Panetta Institute Fellows Program has two main components:

- 140 hours of field work at The Panetta Institute focusing on the area of law and public policy under the guidance and supervision of the staff at the Institute
- Panetta Institute Orientation, generally scheduled the Friday before the semester begins

Students should expect to complete the full 140 hours in Monterey at the Institute. Students must be prepared to work from 12:30 - 5:30 two times per week. Travel expenses are not reimbursed by the School of Law or the Institute and travel time may not be included in the determination of whether the 140 hour minimum has been met.

Students in the Program must also submit monthly journals to the Director of Law Externship Programs, and at the end of the semester must submit an evaluation of the Program, a short reflective paper, and a sample of their written work product exemplifying the type of work completed in the Program. The Panetta Institute will also submit to the School of Law an evaluation of each student participating in the Program.

Students who complete the Panetta Institute Fellows Program receive three (3) units of ungraded credit. Students participating in the Program receive no compensation for their work with the Institute.

B. Prerequisite

Students must have completed the full first year curriculum before they will be considered for the Panetta Institute Fellows Program, and students must be registered in the Panetta Fellowship Course.

C. Credit Limitation

In calculating the 86 units required to graduate, a student may count no more than 12 units from any combination of fieldwork from the following:

1. The Civil & High Tech Law Externship Program I + II
2. The Criminal Justice Externship Program I + II
3. The Judicial Externship Program I + II
4. Domestic Away
5. The Panetta Institute Fellows Externship Program;
6. Teaching Practical Legal Skills—“Street Law”;
7. Credit for classes taken in the interdisciplinary program with the School of Education, Counseling Psychology.

Thus, the three units of credit earned through the Program will count toward the twelve unit limitation. More fieldwork units may be reflected on a student’s transcript, but will not count toward graduation.

In addition, a student may take no fewer than 64 units of regularly scheduled class.
sessions at the School of Law. The work done through the Panetta Institute Fellows Program is not considered “regularly scheduled class sessions.”

III. Fellowship Selection Process

Students wishing to be considered for the Panetta Institute Fellows Program must submit an application to the Director of Law Externship Programs. The application must include the student’s resume, transcript, faculty recommendation and a statement of interest. The transcript may be in official or unofficial format.

Deadlines for submission of completed applications are:

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<th>Semester</th>
<th>Deadline</th>
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<tr>
<td>Fall semester</td>
<td>April 1</td>
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<tr>
<td>Spring semester</td>
<td>November 1</td>
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The Director of Law Externship Programs will review all completed applications. Finalist will be selected and asked to complete a short written assignment. The Finalist will be reviewed and forwarded to the Panetta Institute for review. The Institute generally conducts phone interviews prior to their final selection of two–four students for participation in the Program. All applicants will be notified of the results of the selection process no later than two weeks prior to the beginning of the semester at issue.

Students selected as Panetta Institute Fellows will be given a permission number to register for the Panetta Fellowship course (Course #523) by the Academic & Professional Development Department.