

BAY AREA MINORITY SUMMER CLERKSHIP PROGRAM APPLICATION PACKET



PROGRAM DESCRIPTION



TIMELINE - IMPORTANT DATES TO CALENDAR



APPLICATION COVER SHEET



PERSONAL STATEMENT GUIDELINES



LARAW/LEGAL WRITING EVALUATION FORM



DEADLINE: 3:00 p.m., Friday, December 3, 2021

Please submit your application online at <https://hogeanton.sharefile.com/r-rcd201430bd354da8b7e98e03f980ff7d>

IMPORTANT DATES

ALL STUDENTS APPLYING MUST BE AVAILABLE ON THE FOLLOWING DATES (sorry no flexibility):

Fri., December 3, 2021

Applications are due to the SCCBA – see above

January 4, 2022

SCCBA will notify students selected for initial interviews by email (interviews to be held 1/7/22). List of employer participants (subject to change) to be released prior to first-round interviews

Fri., January 7, 2022

Selection Committee interviews students. Zoom interviews (in light of COVID-19 restrictions)

January 14, 2022

SCCBA notifies students and employers of final round of interviews.

Thurs., January 20, 2022

Employers interview students. Likely Zoom interviews (in light of COVID-19 restrictions).

February 1, 2022

SCCBA notifies students by email of the employment offer.

February 8, 2022

Students respond to employment offer.

February 15, 2022

Alternates are notified only if there are openings.

February 22, 2022

SCCBA sends confirmation notification of selections and placements.

April (date TBA) 2022

Mandatory Student Orientation Lunch 12:00 p.m. to 1:30 p.m.

July (date TBA) 2022

Student Summer Luncheon

* Please note you will be contacted directly by the BAMSCP Co-Chairs by email or telephone. Please make sure you check your email and voice messages periodically throughout the program process.

BAMSCP Co-Chairs: Jennifer Leung and Cara Mae Acibo at bamscpcochairs@gmail.com

APPLICANTS MUST BE AVAILABLE ON THE DATES MARKED ABOVE
(sorry, no flexibility)
DATES ARE SUBJECT TO CHANGE

2021-2022 BAMSCP Application Cover Sheet

PERSONAL INFORMATION

Name:	Phone:
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Address:

City:	State:	Zip Code:
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Ethnic Background (opt.):

Preferred pronouns (opt.):

Sexual Orientation (opt.):

Email address: _____ **Secondary Email address:** _____

I prefer to work in the following counties: (rank 1-5)

___ Alameda ___ San Francisco ___ Santa Clara ___ Contra Costa ___ Santa Cruz

I understand my preferences will be taken into consideration but that I may be selected for a position in a different county or different practice area than I desire. _____ initial here

Placement preferences, if any (please check 1 or more):

___ Law firm ___ In-house ___ Government ___ Public interest ___ No preference

Practice area preference, if any (if none, leave blank):

I prefer to work in the following setting: ___ Remote ___ In-Person ___ No Preference

I acknowledge that BAMSCP employers may have specific COVID-19 requirements (i.e., fully remote work, proof of vaccination, etc.) for employment.

Signature: _____ Name: _____ Date: _____

I attest to the fact that I am in good academic standing at my law school and that all of the above is true and accurate and I give permission for the Career Services Director to verify my academic standing to the selection committee. ***I am able to provide proof of my ability to become lawfully employed in this country.***

Signature: _____

Date: _____

Please note you will be contacted directly by the BAMSCP coordinator by email or telephone. Please make sure you check your email and voice messages periodically throughout the program process.

*If you have any questions about your application, please contact Jennifer Leung or Cara Mae Acibo at bamscpcochairs@gmail.com. Please submit **the online application by 3:00 p.m. on Fri., December 3, 2021**. No late applications will be accepted.*

BAY AREA MINORITY SUMMER CLERKSHIP PROGRAM

PERSONAL STATEMENT GUIDELINES

- Purpose:** To assist the Selection Committee in learning about you, your goals, and your future plans. Additionally, the Committee will be considering your writing ability and how you organize your thoughts.
- Length:** Three double-spaced, typewritten pages. Not to exceed 750 words total.
- Content:** Please incorporate responses to **all** of the following questions in your statement.
- ☒ What aspects of your past life, background, and/or personal experiences as a diverse individual brought you to where you are today? Please highlight those experiences for the Committee's consideration.
 - ☒ Why have you chosen law as a career?
 - ☒ What are your short and long term goals?
 - ☒ Why do you wish to participate in this program?
 - ☒ Please assemble and submit your application in the following order:
 - (1) Application Cover Sheet
 - (2) Resume
 - (3) Personal Statement
- Miscellaneous:** Please indicate your name on each page.

****Remind your Legal Writing Professor to submit the evaluation to the BAMSCP Co-Chairs under separate cover – by email no later than December 3, 2021.***

*****If any part of the application packet is missing, BAMSCP reserves the right to disqualify your application.***

DUE FRI., DECEMBER 3, 2021.

If you have any questions about your statement, please email the BAMSCP Co-Chairs, Jennifer Leung and Cara Mae Acibo at bamscpcochairs@gmail.com.



SANTA CLARA COUNTY BAR ASSOCIATION
31 NORTH 2ND STREET, SUITE 400 • SAN JOSE, CALIFORNIA 95113

MEMORANDUM - Students please provide a copy of the application

DATE: November 2021
TO: Legal Research and Writing Instructors
FROM: Bay Area Minority Summer Clerkship Program Co-Chairs
RE: **Summer 2022 BAMSCP Applications**

Attached for your information is an application packet for the Bay Area Minority Summer Clerkship Program (BAMSCP). For those of you who are not familiar with it, BAMSCP places diverse, first-year law students in summer clerkships with legal employers throughout the Bay Area.

The application packet includes an evaluation form from the applicant's legal research and writing instructor. Applicants must submit their application online no later than, 3:00 p.m., Fri., December 3, 2021.

For purposes of confidentiality, we ask that each legal research and writing instructor complete one original of the evaluation form for each of their students who are submitting an application, and ask that you email the form to BAMSCP Co-Chairs Jennifer Leung and Cara Mae Acibo at bamscpcochairs@gmail.com **by 3:00 p.m., Fri., December 3, 2021.**

While it is each student's responsibility to ensure that the deadline is met and that they submit the evaluation form to their instructors with ample time to complete it, we hope that by providing you with an application packet at the outset, you will be able to remind your first-year students of the deadline and help prevent any last minute confusion.

If you have any questions about BAMSCP, please contact the BAMSCP Co-Chairs via email at bamscpcochairs@gmail.com.

Thank you very much for your cooperation.

BAY AREA MINORITY SUMMER CLERKSHIP PROGRAM
Legal Research and Writing Instructors
 Evaluation Form

Name of Applicant	
Law School	
Name of Instructor	
Phone # of Instructor	

Dear Instructor:

We solicit your candid appraisal of the above-named applicant for the 2021-2022 Bay Area Minority Summer Clerkship Program, which places first-year law students from Bay Area law schools in summer positions offered by participating employers.

We would appreciate your response below. However, please feel free to use another page if you need additional space. The information you provide will remain confidential. Thank you very much for your cooperation. Please return this form via email BAMSCP Co-Chairs, Jennifer Leung and Cara Mae Acibo at bamscpcochairs@gmail.com, by 3:00 p.m., **Fri., December 3, 2021**.

Please rate the applicant in the following categories:					
	Very Strong	Strong	Moderate	Weak	No Answer
Analytical Ability (critical thinking, reasoning)					
Overall Organizational Skills					
Writing Style					
Organization of Written work					
Research Skills					
Effectiveness of Oral Communication					
Compliance with Deadlines					
Responsiveness to Criticism					
Other Comments: _____ _____ _____					