2L Summer Public Interest Fellowship Checklist

To apply for a summer public interest fellowship, you will need submit the following:

___ A completed application found in the survey link in Symplicity, printed it in its entirety (including your personal statement)
___ Current Resume
___ UF Law Stipend Agreement (see page 2 attached)
___ Signed Employer Verification Form (see page 3 attached)
___ UF Vendor Tax information Form - complete parts 1, 2, 5, and 6 (including your signature as “Payee”).
___ Completed UF Direct Deposit Form with a voided check or bank statement containing your name, your bank account number and the bank’s routing number.
___ Completed UF Fellowship Memorandum of Understanding (be sure to also initial on page 2 of the MOU). Note, this is a University required document, in addition to the Law School Agreement.

Please deliver a hard copy of this checklist and all required paperwork to Debbie Vincent in the clinic reception area in Bruton Geer. We will accept applications from 2Ls until March 13, 2020.

*Please complete the forms carefully- if you submit an incomplete application packet, you will not be eligible for a stipend.*
UF Law Stipend Agreement

If you are awarded a stipend, your signature below indicates your agreement to the following requirements. If for any reason your circumstances change and you will not work at the organization named in this application, you must notify the college immediately.

- I am currently a second year law student.
- I will work for the organization named above.
- I will not accept a wage or salary for my work.
- I will not enroll in any summer credits without prior approval.
- At the end of my summer internship, I will provide written records, signed by my supervisor, showing that I worked at least 280 hours over a minimum of 8 weeks.
- If I do not meet the requirements for this stipend, I will return the entire stipend amount to the University of Florida Levin College of Law.

If offered, I will accept this stipend and I understand its requirements.

___________________________________________
Student Signature
The University of Florida Levin College of Law Summer Public Interest Fellowship Program is designed to provide employment opportunities for our second year students who are interested in public interest and public service careers. One of our students is applying for a Fellowship to work with your organization during the summer, and we ask that you provide verification of the position before we provide the funding.

Student’s Name: ____________________________________________________________

Organization/Agency Name: ______________________________________________

Mailing Address: __________________________________________________________

Supervisor’s Name, email address and phone number: __________________________

Please verify the following: your organization is a nonprofit or government agency; the student will work on law related issues; the student will be supervised by an attorney; the work will be nonpartisan; and that you will be able to provide the student with a minimum of 280 hours of work over at least 8 weeks during the summer.

_________________________________________________            ______________________
Supervisor’s Signature                                                                 Date