COLUMBUS COMMUNITY LEGAL SERVICES
PRE-REGISTRATION FORM

Name _______________________________ Current Class This Semester (e.g., 2D, 3E, etc.) _____

Phone Number (during the day) ___________ (during evenings) ________________________________

E-mail: ___________________________ Mailing Address ________________________________

Clinic Preference (i.e., Advocacy for the Elderly, Families and the Law, General Practice, or the Consumer Protection Project -- please note your preference by placing a “1” by your first choice, a “2” by your second choice, and a “3” by your third choice and “4” for your fourth choice. Please note that pre-registration for Advocacy for the Elderly is only available for evening students; pre-registration for Families and the Law, the General Practice Clinic, and the Consumer Protection Project is only available for day students. For a general description of each clinic course, please pick up a copy of the CCLS brochure which is available in the CCLS office suite on the first floor of the Law School.

Families and the Law Clinic ________
FALC students enroll for 6 credits.

General Practice ________
GP students enroll for 6 credits.

Consumer Protection Project ________
CPP students enroll for
4, 5, or 6 credits. Please specify the
number of credits for which you wish to
enroll in CPP: ________ credits.

Advocacy for the Elderly (Summer Term) ________
AFE students may enroll for
4, 5, or 6 credits. Please specify
the number of credits for which you wish
to enroll in AFE: ________ credits.

Advocacy for the Elderly (Fall Term) ________
AFE students may enroll for
4, 5, or 6 credits. Please specify
the number of credits for which you wish
to enroll in AFE: ________ credits.

Please check below whether you have successfully completed or will complete by the end of the current semester the following courses:

Criminal Procedure ________ Evidence ________ Civil Procedure ________

Please note the name of any other clinic program to which you also plan to apply for enrollment during this same period (e.g., the Immigration Clinic, the Innocence Project Clinic, the Criminal Prosecution Clinic, etc.): ________________________________

State whether or not you have previously been enrolled in or wait listed in any CCLS clinic.

Yes ______ No ______

If I am accepted in my preferred clinic, I agree and hereby commit to enroll in my first choice Clinic.

Yes ______ No ______

I agree to enroll in my second choice clinic, if space is not available in my first choice Clinic.

Yes ______ No ______

Please note that if you commit to enroll and you are in fact approved for enrollment in the clinic, you will be expected to honor your commitment to enroll. Once you are enrolled, you will need the permission of a member of the clinic faculty to withdraw from the class.

_____________________________________
Student Signature  OVER ➔
Please note whether you are currently or have ever been on academic probation, the subject of a disciplinary action or proceeding, or the subject of a criminal action or proceeding (either as an adult or juvenile).¹

Yes ______  No ______

If your response is “yes”, please give a brief explanation in the space below. (If you have any questions or if you desire to respond to this question privately, please feel free to stop by the clinic and speak with Alvita Eason Barrow, CCLS Managing Director or Catherine Klein, CCLS Director.)

________________________________________________________________________

Student Signature

¹The CCLS pre-registration process is conducted similar to a lottery and it is the primary way of selecting students for clinic enrollment. The pre-registration process is designed to give all students a fair chance for enrolling in their preferred clinical course.

There are no course or grade requirements for clinic enrollment. However, due to the confidential nature of the clinic’s work on behalf of the office’s clients, CCLS will solicit from the office of Academic Affairs a character clearance of each student who seeks to enroll in a CCLS clinic. Thus, as part of the pre-registration process, each student must disclose to the CCLS director or managing director information regarding whether the student is currently or ever has been on academic probation, the subject of any disciplinary action, or the subject of a criminal action or proceeding. Additionally, students with cases pending before the Law School Honor Board will not be cleared for enrollment in the clinic until the matter is resolved. A prior adverse disciplinary determination in college or law school could prevent a student from being approved for enrollment in the clinic.

Alvita Eason Barrow, the CCLS Managing Director, is available to speak with any students who have specific questions about how students’ past histories will affect their ability to participate in one of the clinics.