

**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, Civil Practice, or the Low Income Taxpayer Clinic -- 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. 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 may enroll for 4,5, or 6 credits.

Please specify the number of credits for which you  
Wish to enroll in **FALC:** \_\_\_\_\_ **credits.**

**Civil Practice** \_\_\_\_\_

CPC students may enroll for 4, 5, or 6 credits.

Please specify the number of credits for which you  
wish to enroll in **CPC:** \_\_\_\_\_ **credits.**

**Low Income Taxpayer Clinic** \_\_\_\_\_

LITC students enroll for

4, 5, or 6 credits. Please specify the  
number of credits for which you wish to  
enroll in **LITC:** \_\_\_\_\_ **credits.**

**Advocacy for the Elderly**

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.**

Other than the successful completion of the first year courses there are no course prerequisites for enrollment in any of the CCLS clinics.

**State if you have been wait listed in any CCLS clinic:**

\_\_\_ Yes. If yes, please indicate which clinic and the term for which you previously attempted to register.

    Clinic \_\_\_\_\_ Term \_\_\_\_\_

\_\_\_ 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 in the clinic and 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).<sup>1</sup>**

**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 Paul Kurth, CCLS Managing Director or Catherine Klein, CCLS Director.)**

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**Student Signature**

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<sup>1</sup>The 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.

Paul Kurth, 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.