

Student interns that are interested in participating as a post-graduate Certified Legal Intern **with this office**, should refer to the Florida Rules of Court, Chapter 11. Rules Governing the Law School Practice Program. Rule 11-1.9 is your guide for Continuation of Practice Program after completion of the Law School Program **or** Graduation.

All the requirements below must be completed and submitted to Barbara Maxwell, in the Administration Division, at least **six weeks prior to graduation**. This allows ample time for an interview and proper paper work to be filed. **If requirements for certification are met**, the request for certification will be submitted to the Florida Supreme Court for approval.

Requirements for a Graduate Intern to be Certified:

1. Original letter from the Dean of the Law School the Applicant attended, stating that he/she has successfully completed the law school practice program, is of good character and the Applicant's graduation date.
2. Notice of Applicant's Clearance from the Florida Board of Bar Examiners.
3. Ticket of Admission into the General Bar Examination.
4. Background Statement – If there is something in the Applicant's background that will reflect adversely on his/her character, copies of the charges and sentences must be attached.
5. Statement that the Applicant has read and is familiar with the Chapter 4 Rules of Professional Conduct.
6. Agreement to Supervise Graduate Intern –reviewed and signed by supervising attorney.

Please contact Barbara Maxwell at 850-606-6019 or email her at MaxwellB@leoncountyfl.gov, with questions pertaining to certification.

_____ There is nothing in my background which reflects adversely on my character.

_____ There is something in my background which might reflect adversely on my character. *If you have such background information, please attach a statement for the Court, including the specifics of each incident, with dates and dispositions (if any), and a signed verification that all information provided is true and accurate.*

Signature

Name

Address

Telephone Number

I, _____, hereby certify that I have read and am familiar with the Chapter 4 Rules of Professional Conduct as adopted by the Florida Supreme Court and will abide by the provisions thereof.

Signed: _____

Dated: _____

AGREEMENT TO SUPERVISE GRADUATE INTERN

Graduate Intern Candidate: _____

I have read the disclosure form of the certified legal intern candidate named above and am aware that there is something in his/her background that may reflect adversely on his/her character, and

I am willing to supervise this graduate intern.

I am not willing to supervise this graduate intern.

Signature of Supervising Attorney

Date

Print Name

Name of Office/Organization

Title

Telephone Number

This form will be submitted with the request for certification of the candidate to the Florida Supreme Court.