

PART B: Education

Bachelors Degree

Other Advanced Degree

- | | | | |
|----|--|-------|-------|
| 1. | College/ University | _____ | _____ |
| 2. | Dates of Attendance
From - To
(Month & Year) | _____ | _____ |
| 3. | Concentration / Major | _____ | _____ |
| 4. | Type of Degree | _____ | _____ |
| 5. | Date Degree Received
or Expected | _____ | _____ |

PART C: Writing Skills

1. Please identify all classes, seminars, or work experiences that contributed to the development of your writing skills, analytical skills and/or research skills:

PART D: Honors and Additional Training or Experience

Attach additional sheets, if necessary.

1. Please list any honors and/or awards for civic, academic, or government work that would be relevant to your participation in this program.

2. Please describe any additional training and/or experience relevant to your participation in this program.

PART E: Relevant Work Experience

1. Current:

Title

Organization & Street Address

City State Zip Code Telephone

2. Previous:

i.	_____	_____	_____
	Title	Organization & Street Address	Dates (From – To)
ii.	_____	_____	_____
	Title	Organization & Street Address	Dates (From – To)
iii.	_____	_____	_____
	Title	Organization & Street Address	Dates (From – To)

PART F: Attachments

- (A) **Resume** (*Label as Attachment A*)
- (B) **Personal Development Statement:** (*Label as Attachment B*)
Please provide a statement highlighting those aspects of your personal development that have led you to your current place in life (i.e. your development up to and including law school), using specific experiences and encounters. (Not to exceed 500 words, typewritten and double-spaced)
- (C) **Career Goals Statement** (*Label as Attachment C*)
Please discuss your career goals (i.e. life after law school and into professional development) and how your participation in the Minority Clerkship Program will enable you to achieve those goals and aspirations? (Not to exceed 500 words, typewritten and double-spaced)
- (C) **Two Letters of Recommendation** (*Label as Attachment D*)

PART G: Statement of Agreement and Commitment

In signing this statement, I certify that:

1. I have read the General Introduction concerning the application process. I understand that it is my responsibility to ensure that all required forms and supporting material reach the Cleveland Metropolitan Bar Association by the due date. Failure to submit this information by the due date may result in the rejection of my application.
2. I understand that the program to which I am applying is intensive and requires my full-time commitment. Upon acceptance of a clerkship position, I will neither solicit nor accept employment of any kind during the clerkship period. Upon acceptance of a clerkship, I also agree to complete the Program in its entirety.
3. The information provided by me in this application is complete, true, and accurate. I understand that any misrepresentation or omission may be cause for disqualification or result in expulsion from the program.
4. The Cleveland Metropolitan Bar Association has the right to terminate my clerkship at any time if I am no longer eligible to remain in law school, or if it has been determined that I conducted myself in an unethical manner.
5. I understand that the information submitted in this application will be shared with the Cleveland Metropolitan Bar Association, the Minority Clerkship Committee, potential employers, and the academic institution at which I am enrolled.
6. I understand that this Program is not a hiring tool, but an opportunity to gain valuable clerkship experience.
7. I understand that if I must leave the program (for any personal reasons), I must call and notify the Cleveland Metropolitan Bar Association Minority Clerkship Program immediately.
8. I am a member of one of the following minority/ethnic groups:
 - a. Black/African American;
 - b. Hispanic/Latino (Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin);
 - c. Asian American (origin with peoples of the Far East, Southeast Asia or the Indian subcontinent);
 - d. American Indian;
 - e. Alaskan Native; or
 - f. Native Hawaiian/Pacific Islander.

Signature of Applicant

Date

PART H. Additional Disclosures:

Have you ever been convicted of a crime: _____ Yes _____ No

Failure to respond to this question (or a false response) may disqualify you from participation in this program. Conviction, however, does not automatically disqualify an applicant.

Please report and attach a statement of any convictions and felonies.

If you have any convictions or felonies, please include a description of the offense and its resolution.

Please direct questions to:

**Carmen Dortch-Morris
Diversity Coordinator
Cleveland Metropolitan Bar Association
(216) 696-3525 x5006
cdortch-morris@clemetrobar.org**

**APPLICATION IS DUE TO THE CLEVELAND METROPOLITAN BAR ASSOCIATION, 1301 E. NINTH ST.,
SECOND LEVEL, CLEVELAND, OH 44114 BY 5:00 PM Friday January 27, 2012**

**INTERVIEWS AND CLOSED UNIVERSE WRITING ASSIGNMENT
Friday February 10, 2012
3:00 PM – 7:00 PM**