

**Legal Advice Clinic Vacation Scheme: Summer 2024**

The Legal Advice Clinic Vacation Scheme is now open for applications from eligible students!

**How will it work?**

* The Vacation Scheme will run in week-long slots from 3 June until 20 Sep 2024, apart from the month of August
* Each week, two or three eligible students will take part, working as a team.
* Students will need to be ***in Leicester*** for their Vacation Scheme, at least for the Wednesday and Thursday Court sessions and preferably for at least one other day, for client appointments.
* Tasks will include advising Legal Advice Clinic clients (researching the legal issue, creating a research note, interviewing the client, then advising in person and in writing), dealing with queries to the Clinic, attending Court to help unrepresented court users, and attending Court Clinic drop-in sessions with our family law solicitor.
* Students will need to be ***available to work every day during their week***, but may not be required for 5 full days. Fixed sessions are Wednesday and Thursday mornings, which students will need to be available for. Client appointments are more flexible.
* Students will need to ***complete Clinic training before the start*** of their assigned week. This will involve some independent work and either a face-to-face or online training session. These will run in May and June, and you can put your name down in the box below.

**Will I get paid?** There is a £120 bursary per student per week, available to every student who takes part. However, we do not want candidates to miss out if they can't afford to travel to/stay in Leicester for the week. So if you are interested in the Vacation Scheme but you think it would cost you more than £120 to travel to / stay in Leicester for the week, let us know by completing the relevant part of the application form. We can help students reduce their expenses for the week, by putting the in-person events over fewer days. We can also look at increasing the bursary on a case-by-case basis to meet reasonable expenses. We are also looking into whether we can offer subsidised university accommodation. The bursary will be paid at the end of the Vacation Scheme week.

**Who is eligible to apply?** The Vacation Scheme is open to JD pathway students, LLB law students and LLM students. Final year students can take part until the end of June 2024 (or any time over the Summer if they are going on to an LLM at Leicester Law School).

**How do students get involved?** Students can sign up by completing the form below and emailing it with a CV to [lawadviceclinic@leicester.ac.uk](mailto:lawadviceclinic@leicester.ac.uk). Successful Vacation Scheme applicants will be notified in April / May.

For any other information, please contact Laura Bee, Clinic Director ([laura.bee@le.ac.uk](mailto:laura.bee@le.ac.uk)).

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| **LEGAL ADVICE CLINIC VACATION SCHEME**  **APPLICATION FORM** | | |
| Email address for contact about the Vacation Scheme: |  | |
| Mobile number for contact about the Vacation Scheme: |  | |
| How you are eligible?  (See “Who is eligible to apply?” above) |  | |
| What course are you currently enrolled on at Leicester Law School and when do you expect to graduate? |  | |
| What have you done this year that you are most proud of? (250 words min, 400 words max) |  | |
| What professional skills do you most want to improve and how do you expect working in the Clinic on the Vacation Scheme will help? |  | |
| Would you like to work in the same week as someone else? If so who? |  | |
| Is it likely to cost you more than £120 to travel to / stay in Leicester for the week, assuming you will need to be here for 2-3 nights? If so, please list your likely expenses here.  (We can help students reduce their expenses for the week, by putting the in-person events over fewer days. We can also look at increasing the bursary on a case-by-case basis to meet reasonable expenses. We are also looking into whether we can offer subsidised university accommodation.) |  | |
| Which dates would you be able to take part? (please mark **all** that you could take part to help us with planning) | **DATE** | **AVAILABLE?** |
|  | **3 June – 7 June** |  |
|  | **10 June – 14 June** |  |
|  | **17 June – 21 June** |  |
|  | **24 June – 28 June** |  |
| ***NO GRADUATING STUDENTS AFTER THIS DATE UNLESS ENROLLED ON LLM AT LEICESTER*** | | |
|  | **1 July – 5 July** |  |
|  | **8 July – 12 July** |  |
| ***BREAK*** | | |
|  | **22 July – 26 July** |  |
|  | **29 July – 2 August** |  |
| ***CLOSED DURING AUGUST*** | | |
|  | **2 September – 6 September** |  |
|  | **9 September - 13 September** |  |
|  | **16 September – 20 September** |  |

There will be some self-study (recorded lectures) and then a half day training event to attend prior to your vacation scheme week. Which dates could you attend for a training session? (Please mark all that you could attend, to help us with planning. You will only be required for one session though):

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| --- | --- | --- |
| **VACATION SCHEME TRAINING DATE** | **ONLINE SESSION** | **IN PERSON SESSION** |
| **Tues 28 May afternoon** |  |  |
| **Fri 31 May morning** |  |  |
| **Wed 19 June afternoon** |  |  |
| **Thurs 27 June morning** |  |  |

Please send completed form and CV (including grades to date) to [lawadviceclinic@le.ac.uk](mailto:lawadviceclinic@le.ac.uk)