This memo details the requirements for the Certificate in Labor and Employment Law. Because we cannot promise which courses will be taught each semester, and because you may wonder whether a particular course fulfills the elective or seminar requirement, please feel free to e-mail us, to stop by our offices, or to make an appointment to talk about any questions you have.

We urge you to view the certificate program as value added. It is not a substitute for a broad based legal education. You should plan to take a number of basic courses, such as Business Organizations, Evidence, Personal Income Tax, Commercial Law, and Estates and Trusts. Each member of the faculty has his or her personal list of the "essentials" or "what every lawyer should know." Consider the viewpoints of several faculty members, and the recommended list of courses, in deciding what to include in your plans.

A. Requirements for the Certificate

To earn the Certificate in Labor and Employment Law, you must take a total of seven courses. Two of the seven — Legal Writing IV and a seminar — satisfy parts of your upper class writing requirement.

There are four basic courses that every student in the certificate program must take: Labor Law, Employment Relationships, Employment Discrimination, and Legal Writing IV—Labor/Employment Law.

Students must also satisfy a Practicum requirement by taking either the four credit-hour Employment Law Clinic, a Labor/Employment Law Externship, or Employment Litigation. **The practicum requirement should not be satisfied until your final year of law school.** (You may be interested in taking Employment Law Clinic during your second year of law school. While you are certainly permitted to do so, and will likely learn much from the experience, Clinic will not fulfill the Practicum requirement unless you take it for four credit-hours during your last year of law school.)
Each student must take an additional labor/employment law elective. Over the last several years, acceptable electives have included Workers Compensation, Employee Benefits Law, ADR in the Workplace and Disability Law. You may satisfy this requirement anytime. **If you have any questions about whether a particular course offering satisfies the elective requirement, please contact Professor Malin or Professor Strubbe.** Finally, each student must take a labor/employment-related seminar. Seminars are taken in your final year of law school. Therefore, **do not register for a seminar for next year, unless it will be your final year in law school.**

**Note:** You may not take the requirements on a pass/fail basis except for courses that are only offered pass/fail (such as Labor/Employment Law Externship).

**Note:** Personal Income Tax should be taken prior to or concurrently with Employee Benefits Law.

**B. Information about Practicum Options**

**Labor/Employment Law Externship:** is offered only in the fall. The externship involves a commitment of 15 hours per week to your externship placement and a one hour classroom component. Fortunately the demand for our externs exceeds the supply and we are usually able to place students in the type of externship they desire, such as a management, union or employee-plaintiff law firm; in-house with a union or employer, or a government agency. Because students find it very difficult to work part-time while externing, we have a pool of scholarship money available, based on financial need, for students in the externship program. Contact Professor Soliunas ASAP for more information.

**Employment Litigation class:** will be offered only in the fall, in the evening. Employment Litigation is designed to simulate working with a client in an employment discrimination suit.

**Employment Law Clinic:** is offered fall, spring and summer. The certificate program has four slots per semester reserved in the Clinic, with Professors Richard Gonzalez and Laurie Leader. You must take Employment Law Clinic for four credits to use it to fulfill the practicum requirement.

**Questions or Additional Information**

Please contact the Program Director, Professor Martin Malin (e-mail mmalin), Assistant Director, Professor Mary Rose Strubbe (e-mail mstrubbe), or Executive Director, Francine Soliunas (fsoliunas).