

## **LAW STUDENT PRACTITIONER**

### **INSTRUCTIONS FOR REQUESTING LAW STUDENT PRACTITIONER CERTIFICATION UNDER THE SUPERVISED PRACTICE RULES**

The Minnesota Board of Law Examiners administers the [Supervised Practice Rules](#). The Supervised Practice Rules permit law students to practice law on a limited basis. It is the student's obligation to review and abide by the Supervised Practice Rules. To request certification, the following documents should be submitted to the Board office.

If requesting certification outside of a law school clinical program, law students are encouraged to submit this [form](#) to their law school registrar.

1. A letter, on law school letterhead (or containing the school seal), stating:
  - a. The law student's full name, including first, middle and last name;
  - b. That the law student is duly enrolled at the time of certification and is in good standing;
  - c. That the student has completed legal studies equivalent to at least two semesters of full-time study (requests made prior to completion of 2 semesters will be returned);
  - d. The anticipated month and year of conferral of degree;
  - e. That the law school will notify the Board in writing if any of the following occur:
    - i. The law student practitioner is placed on academic probation;
    - ii. The supervising lawyer or law student advises the school that the employment or placement has ended; or
    - iii. The law student practitioner graduates from law school.
2. If participating in a law school clinical program, a statement from the law school advising as to the dates of enrollment and confirming that the supervising lawyer will be advised of Rule 5;
3. If participating in a paid or unpaid capacity in a practice placement, a letter signed by the supervising lawyer advising that the supervising lawyer has reviewed Rule 5.

The request(s) should be sent to:

Mariah Colvard  
Board of Law Examiners  
180 East 5<sup>th</sup> Street, Suite 950  
St. Paul, MN 55101

Electronic Submissions should be sent to: [sp@mbcle.state.mn.us](mailto:sp@mbcle.state.mn.us)

The Board of Law Examiners will verify that the student meets the requirements and will publish the names of Law Student Practitioners at the Board of Law Examiner's website

at <https://www.ble.mn.gov/supervised-practice/>. The Board will confirm the student's name and date of certification by letter to the law school.

Certification is valid for 12 months unless one of the following occurs:

1. Twelve months has elapsed from the most recent certification;
2. The law school, placement entity, or supervising lawyer sends written notice to the Board that the supervising lawyer is no longer willing to supervise the law student practitioner;
3. The law student practitioner resigns or is terminated from the qualifying position; or
4. The law school places the law student on academic probation.

Law students may be recertified for additional 12-month periods. See Supervised Practice Rules for details. If recertification is not requested, student names will be removed from the list after 12 months.

At conferral of degree, the law school should verify whether the individual qualifies as a Supervised Practitioner. If so, the license will convert from Law Student Practitioner to Supervised Practitioner. If not, the Law Student Practitioner license will terminate. If the individual later qualifies under the Supervised Practitioner requirements, the individual may reapply.

If you have questions, contact Jazlyn Bradley at the Board of Law Examiners at [sp@mbcle.state.mn.us](mailto:sp@mbcle.state.mn.us)