To: Sponsoring Organizations for Public Service Fellowships - Summer 2020

From: Eden Harrington, Associate Dean for Experiential Education

The University of Texas School of Law

Date: April 13, 2020

Re: Remote Work by Student Fellows in Summer 2020

Texas Law is prepared to fund a fellowship for our students to work with public service offices this summer. Usually we would require a summer fellow to be physically present at your organization for at least 400 hours to receive our funding – but we are adjusting our expectations and expanding our support due to the COVID-19 outbreak. We remain eager to help our students gain valuable professional experience through summer positions, and we hope offices will assist by creating opportunities for our students and thinking creatively about work they could do remotely if necessary.

If our students must work with your office remotely, Texas Law will lower its minimum work requirement from 400 hours to 250 hours over at least 10 weeks. We are also offering half-summer fellowships for 200 hours of in-person work or 125 hours of remote work over at least five weeks. We expect each sponsoring organization to designate a supervisor to:

* Ensure the student receives sufficient law-related assignments, guidance and feedback,
* Maintain regular contact with the student via videoconference at least twice per week,
* Introduce the student to the broader mission and work of the office,
* Include the student when possible in office activities, and
* Be prepared to recruit a replacement supervisor for the student if necessary.

We understand some sponsoring organizations will not be able to host students if remote work is necessary, and some students may not be able to participate in remote work even if the opportunity is provided. We ask organizations to release a student from the expectations of a fellowship position upon a prompt request from the student.

Please confirm your organization’s ability to meet the remote work expectations above, or not, by sending an email to the student(s) you have agreed to host for the summer.

Feel free to contact me with any questions, and thank you for your support of our students!

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