



## INDIGENOUS COMMUNITY LEGAL CLINIC 2023 Summer Application Fact Sheet

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Note: This document provides information regarding the application process for a 2023 Summer position with ICLC. For additional information regarding ICLC, please see their Program Description on the [Allard Law Clinics and Externships webpage](#).

### 1. Application Package

Students must include the following materials in their application package:

- (a)  Resume
- (b)  Cover Letter
- (c)  Completion of the Mandatory Experiential Application Survey
- (d)  Contact information for 2 references to be included in the Mandatory Experiential Application Survey
- (e)  Other: Enter any other required materials here.

Please see the [Allard Law Clinics and Externships webpage](#) for additional guidance on preparing these materials. All application package materials should be submitted via [ACE](#). All experiential opportunities are labelled “ExL 2023 Summer: Clinic Name” on ACE.

### 2. Grades

The ICLC will review the following grades in their recruitment process:

- (a)  Law school grades that are available up to the date of the Application Deadline will be reviewed
- (b)  Law school grades will NOT be reviewed

#### **If Option A is Selected:**

2L and 3L students must include a copy of their Allard Law Transcript in their application package.

- i.  The Transcript must be an official copy.
- ii.  The Transcript does not need to be an official copy. A PDF of the Grades Summary generated through the Student Service Centre is sufficient (Note: The Grades Summary does not list course titles).

1L students must include a copy of their December Grade Report in their Application Package.

#### **If Option B is Selected:**

The ICLC will not receive access to students’ law school grades. A student who only applies to ICLC and does not apply to any other Allard Law experiential learning program that collects grades will not have their law school grades collected or distributed to any experiential learning programs.



### 3. *Interviews*

- a.  The ICLC will conduct interviews as part of the recruitment process. Only short-listed applicants will be contacted.
- b.  The ICLC will not conduct interviews as part of the recruitment process.
- c.  The ICLC may conduct interviews as-needed as part of the recruitment process.

### 4. *Program Schedule Overview*

Students are responsible for managing their time and are expected to be fully engaged while participating in the program. Students should plan their affairs accordingly given the program schedule below:

Our program runs from May to August following the UBC academic calendar. Students begin the program with a three-week Orientation, then followed by 10 weeks of file work. We have daily office hours of 9:00 AM to 4:30 PM, with the students being at Allard on Thursday mornings for the Law 488/489 seminar.