

# Brooklyn Law School

## COVID-19 Contingency Plans for Externships

Dear Students,

You've already received a message about the coronavirus from Dean Cahill, and we hope you are taking his advice about minding your health and avoiding risk to yourself and others. You may hear further from the school if there is a need to adjust how we conduct classroom courses, including **externship seminars**.

**Externship fieldwork** presents different concerns because the student educational experience takes place at law offices off campus, where the law school's protocols may not apply. For that reason, at this time, we are providing additional guidance to all students currently externing for academic credit:

1. As soon as possible, students should consult with their Mentor Attorneys about any contingency plans the field placement site is considering or implementing. If health concerns warrant and the placement site agrees, students will be permitted to work remotely to log required fieldwork hours. Students are encouraged to work with their Mentor Attorneys now to ensure that they have the technological capacity and information necessary to work remotely should circumstances require.
2. If students are ill, they should not attend class or go to their field placements, and should not return until they have recovered or have been cleared by a medical provider.
3. If students are unable to complete the required 168 fieldwork hours by the end of the semester due to COVID-19 related illness or workplace restrictions, we will assess each situation on a case-by-case basis. Credit may still be awarded if a student has substantially completed course requirements. Alternatively, a student may be given an incomplete and afforded additional time to complete the fieldwork and other course requirements.

If you or your Mentor Attorneys have any questions, please feel free to email me.

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