WILLIAM S. RICHARDSON SCHOOL OF LAW Pro Bono GROUND RULES

1. Except as provided in Rule 7 of the Rules of the Hawai‘i State Supreme Court, students participating in this program are not covered by the so-called “student practice rule.” Thus, they may not give legal advice, make formal appearances in court, or otherwise engage in the practice of law.

2. Students must generally be supervised directly by an attorney licensed to practice law in the State of Hawai‘i. Exceptions to this general rule must be approved in advance of any placement by the Pro Bono Program Administrator. Supervision of students participating in the Pro Bono program is the sole responsibility of the supervising attorney or other approved supervisor.

3. Work assigned to students under this program should be law-related work and not simply clerical.

4. Processing a Pro Bono Placement: For each placement, a Pro Bono Registration Form* must be submitted by the supervisor to the Program Administrator for approval.

5. All work done by the student under the program must be recorded on a Pro Bono Program Time Sheet* and submitted to the Pro Bono Program Administrator. The student’s supervisor will receive a copy of all time sheets submitted.

6. Upon completion of a Pro Bono placement, the student must complete the Student Evaluation* and the supervisor must complete the Final Evaluation* of the placement*.

*These four documents are web forms which can be found on the WSRSL website and submitted online at http://www.law.hawaii.edu/probono/forms. Students will not receive credit for their Pro Bono placement until all forms are received. Students are required to maintain copies of all submissions.

7. Although completion of 60 hours of law-related Pro Bono legal service, including law-related public service activities is a graduation requirement, students may neither be compensated, nor receive any academic credit for Pro Bono work done under this program.

8. The services provided must conform to the concept of “Pro Bono” which means “for the public good” in the ordinary sense of the term. Pro Bono legal services includes any law-related work performed without compensation which is provided for persons of limited means or to organizations that serve such persons, including “law-related public service activities.”

Please call if you have any questions, comments or suggestions about the Pro Bono Program. Once again, thank you for your interest in helping our law students.

Revised: September 15, 2015