

Pathways to Supervised Practice Checklist

Student/grad's to-do list

- Apply to Legal Aid Center's [Pathways to Supervised Practice](#) program.
- Obtain [certification for limited practice](#) under NSCR 49.3 before starting any supervised practice work.
- Register for the [Nevada Comprehensive Licensing Examination](#).
- Complete the supervised practice requirements listed below.
- Conclude all cases and client matters undertaken (only if exigent circumstances require, properly withdraw before conclusion, ensuring the client's rights and interests are protected).

Supervisor's to-do list

- Submit information to the State Bar of Nevada to become an approved supervisor (the state bar will email you forms when the student/grad submits their NSCR 49.3 application).
- Supervise the student/grad as they complete the supervised practice requirements listed below, and during that supervision:
 - Assist and counsel the student/grad and review their work to train them and protect the client.
 - Read and approve any correspondence or other document the student/grad prepares, and sign any court document they prepare before filing.
 - Attend all of the student/grad's court or other appearances (and, for private practice attorneys, be present during all their client and third-party interactions).
 - Include the student/grad's name and signature on court filings and letters, but clearly identify them as a student or graduate certified under NSCR 49.3.
 - Notify the state bar when supervision ends (upon conclusion of the client's matter or the earlier withdrawal of the student/grad due to exigent circumstances).

Supervised practice requirements

Supervisor and student/grad:

- Obtain one or more pro bono clients/cases from Legal Aid Center of Southern Nevada's [Pro Bono Project](#).
 - Students/grads who wish to be paired with private practice attorneys will receive a pro bono matter after verification of NSCR 49.3 certification and assignment of a supervising attorney.
 - Private practice attorneys who wish to supervise their law clerks or new associates – as well as attorneys willing to supervise students or recent graduates – can contact the [Pathways to Supervised Practice](#) program.
- Obtain the client's written or electronic consent to the student/grad's representation (or, in a civil court-referred case, advise the client and file a Notice of Appearance reflecting the student/grad's representation).
- Upon the student/grad's completion of the supervised practice requirements listed below, submit separate attestations to the State Bar of Nevada.

Student/grad:

- Complete at least 40 hours of supervised practice work. (Click for a [Sample Supervised Practice Timesheet](#) to record time worked and tasks performed.)
- Complete at least 4 of the following lawyering tasks:
 - Interview or counsel a client (**required**).
 - Discuss the client's needs.
 - Prepare a strategic approach to achieve the client's needs by analyzing applicable law and facts.
 - Conduct legal research.
 - Draft correspondence to the client, adjudicators, or opposing counsel.
 - Prepare documents for the client's matter, including those to be filed or submitted on the client's behalf.
 - Negotiate, arbitrate, or mediate on behalf of the client.
 - Appear in court or before an administrative tribunal or other body.
- Complete the independent journaling requirement.