



Co-op Program General Policies

1. Co-op Is a Part of Drexel Law's Academic Program

Co-op placement is for the benefit of the student in that the placement provides the student experiential training as an extension of the education provided by the law school. The student receives a significant number of credits for the training received during the co-op placement.

As a partner with the law school in the academic training of the student, co-op placements should assign students a variety of substantive legal work that helps the student build practical skills and form values. Further, co-op supervisors are expected to be closely involved in the supervision and training of the student by reviewing the student's work and progress and providing meaningful feedback to the student on a regular basis.

2. Compensation Is Not Permitted

Under American Bar Association Standard 305, because co-op is part of the law school's academic program and students receive a significant number of credits for participating in co-op, students **are not permitted** to receive compensation for work done on co-op.

3. Reimbursement of Out of Pocket Expenses Is Permitted

Students may incur various out-of-pocket expenses, including transportation costs, while on co-op. The law school generally cannot reimburse students for these expenses and does not require co-op placements to cover these expenses. Nevertheless, to the extent that a co-op placement is able to reimburse for student expenses, such reimbursement will not be considered income to the student, and therefore, **is permitted** under program guidelines.

4. Billing of Co-op Students' Time Is Not Permitted

Students are required to account for their time while on co-op. However, a student's time **should not** be billed to any clients of a co-op placement.

5. Limitation on Co-op Placement

Students **are not permitted** to do a co-op with a for profit organization where they are currently working or have previously worked as a legal intern, law clerk or similar position.

6. Limitation on Use of Student Westlaw and Lexis Passwords

Co-op students **are not permitted** to use their law school-issued student passwords to conduct online research on either Westlaw or Lexis-Nexis on behalf of the students' co-op placements. This prohibition applies only to for profits placements, such as law firms and in-house legal departments of for profit organizations.