**Course Code: 3173**

**Legislative Development Internship**

**Description**: This course will provide an opportunity for upper year students to work on the development of federal legislation. Students will work on and follow the development of both public and private bills through the various stages of the legislative process. Student interns will work with Senator Kim Pate on a part-time basis, depending upon the number of course credits desired. Students will be assigned responsibility to work on a minimum of one private and one public bill in the Senate. The work will involve working on each stage of the legislative process: from researching the history of each bill, following debates and readings of the bill in one or both houses of Parliament, contributing to discussions of the bill in committee meetings and assisting in the proposal and drafting of amendments as well as any additional preparation of other related materials.

Students will work 1-2 days per week at the Senate office of Kim Pate, and with Kim and others who form the staff team in her office. In this capacity, students will have the opportunity to work with key academic, practitioner and legal analysts at every stage of the legislative development process. In addition to participating in proceedings in the Senate, students will have the opportunity to accompany Kim Pate to public and private meetings, including those held within federal penitentiaries and provincial/territorial jails.

**Teaching Method:** Internship

**Additional information on the teaching method delivered in this course:**

Students will be provided with orientation to the Senate practices, rules and procedures.

Students will attend at the Senate for training and intern work for 1-2 days per week. Students will produce one page briefing notes for 1-2 committee proceedings per Senate sitting week.

**Additional Requirements or Recommendations:**

Students must have successfully completed all first year course requirements of the JD program. Students must also have excellent oral and written communication skills. Bilingualism and demonstrated knowledge of Canadian Charter and treaty obligations will be definite assets.

**APPLICATION PROCEDURE for 2017-2018**

Applications for the fall semester are due July 31, 2017 by 17h00, and November 10, 2017at 17h00for the winter semester. Applications will be submitted to Kim Pate at kpate@sen.parl.gc.ca and will consist of the following:

1. Cover letter indicating the nature of your interest in this internship;
2. Curriculum vitae/resume;
3. Writing sample – preferably a first year law paper/presentation/assignment that includes a 1-2 page summary;
4. Transcript of grades to date.

**REGISTRATION PROCEDURE for 2017 – 2018:**

Students must register for 3 units for 125 hours. If successful, the selected student(s) will receive an email confirmation of their internship acceptance.

**Please Note:**  Successful/selected students must complete and submit the following package/forms to the Common Law Student Centre (FTX 237) by email to commonlaw.stage-internship@uottawa.ca or fax to 613-562-5875

**The package must include:**

1. The Modification/Cancellation of Registration Form (add/drop) and;
2. The Student Declaration of Understanding Insurance Coverage Form

**FRENCH COMMON LAW STUDENTS** will receive credits for the internship in English, since the grading will be conducted in English. It is up to each student to ensure that they meet all requirements for their program of study.

**Method of Evaluation:**

Grading will be on an S (Satisfactory) or NS (Not Satisfactory) basis.