



## Externship Program

### Placement Profile

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ORGANISATION/FIRM:	University of Windsor
LOCATION:	University of Windsor
WEBSITE:	<a href="http://www.uwindsor.ca/">http://www.uwindsor.ca/</a>
DESCRIPTION of ORGANISATION:	
NUMBER OF PLACEMENTS AVAILABLE:	1
ON-SITE SUPERVISOR NAME:	Richard Taylor
ON-SITE WORKSPACE AVAILABLE:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
ON-SITE COMPUTER AVAILABLE:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, student needs own laptop
HOURS:	Students will primarily complete work during typical office hours (      am -      pm). Please include additional information about hours of work in the space that follows:
REQUIRED PLACEMENT COMPETENCIES:	
PREFERRED COMPETENCIES:	
REQUIRED COURSES:	
PREFERRED COURSES:	

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REQUIRED PRE-PLACEMENT  
READING

- Law Society of Ontario materials clarifying “legal information” v. “legal advice”
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ANTICIPATED AREAS OF LAW:

DESCRIPTION OF WORK  
ASSIGNMENTS:

- review and synthesize archived contracts between the University and suppliers

POLICE CLEARANCE REQUIRED:

- ☐ Yes, type of Police Clearance:  
☒ No

If yes, what type of police clearance is required

TRAVEL REQUIRED:

- ☒ Yes, type of travel required:  
☐ No

If yes, please provide a description

CAR REQUIRED:

- ☐ Yes, description as follows:  
☒ No

If yes, please provide a description

LODGING REQUIRED:

- ☐ Yes, description as follows:  
☒ No

If yes, please provide a description

OTHER REQUIREMENTS:

List any supplies a student is required to have

NOTES REGARDING  
ACCESSIBILITY:

**This is an accessible worksite.**  
*Please include other notes regarding accessibility in the space that follows:*

Please discuss your individual needs with the Externship Program Director.

OTHER NOTES ABOUT THE  
ORGANISATION (optional):

Personal information on this form is collected under the authority of the University of Windsor Act, 1962 and will be used for the purpose of administering the university-student relationship and organising experiential placements offered by the Faculty of Law. Questions about this collection should be directed to the Experiential Learning Coordinator, Faculty of Law, University of Windsor | 401 Sunset Avenue, Windsor ON N9B 3P4 | (519) 253-3000 ext. 4297.

Form Drafted 16 Feb 2018  
Faculty Council Report 23 May 2018