



WSBA

Frequently Asked Questions for New & Prospective Supervisors of Rule 9 Licensed Legal Interns

What is a Rule 9 Licensed Legal Intern, and what can they do?

[APR 9](#) authorizes the supervised practice of law by qualified law students, enrolled law clerks, and recent graduates of approved law schools. The license granted pursuant to this rule is a limited license, and the licensed legal intern's scope of practice is limited by the provisions of [APR 9](#).

Please review [APR 9\(e\)](#) for information about a Rule 9 Licensed Legal Intern's scope of practice and limitations.

Recruiting Rule 9 Interns

You can contact the career centers at the Gonzaga, Seattle University, and University of Washington law schools to advertise Rule 9 internship opportunities.

Gonzaga University School of Law

- [Gonzaga Center for Professional Development](#)
(509) 313-3705

Seattle University School of Law

- [Seattle University Career Services](#)
careerservices@seattleu.edu
(206) 296-6088

University of Washington School of Law

- [UW Career Center](#)
cpld@uw.edu
(206) 543-9097

What is an appropriate amount to pay Rule 9 interns?

The WSBA cannot advise about appropriate pay for Rule 9 interns. You may consult with other law firms and public legal services organizations that employ Rule 9 interns to compare Rule 9 pay.

What are the requirements for being a supervisor?

You must be an active member of the WSBA with at least three years of active practice and no recent discipline. Please review [APR 9\(c\)](#) for additional information.

What does being a supervisor entail?

Supervising lawyers must direct, supervise and review all of the work of the Licensed Legal Intern and shall assume personal professional responsibility for any work undertaken by the Licensed Legal Intern while under the lawyer's supervision. Supervisors must take reasonable steps to ensure that the Licensed Legal Intern is adequately prepared and knowledgeable enough to be able to handle any assigned matters performed outside the supervising lawyer's presence.

Supervising lawyers are required to provide training to all Licensed Legal Interns supervised by the supervising lawyer, regarding the Rules of Professional Conduct and how they relate to the limited practice of the Licensed Legal Intern.

Supervisors are also required to meet with any Licensed Legal Intern he/she is supervising, in person or by telephone, a minimum of one time per week, to review cases being handled and to provide feedback on performance, to provide additional guidance and instruction, and to answer questions or issues raised by the Licensed Legal Intern.

This is not an exhaustive list. Please review [APR 9\(f\)](#), which outlines the responsibilities and obligations of Rule 9 supervisors.

How many Rule 9 interns can I supervise?

Supervising lawyers may supervise:

- (a) one Licensed Legal Intern at any one time if the supervising lawyer is in private practice;
- (b) four Licensed Legal Interns at any one time if the supervising lawyer is employed by a recognized institution of legal aid, legal assistance, public defense or similar programs furnishing legal assistance to indigents, or by the legal departments of a state, county or municipality; or
- (c) 10 Licensed Legal Interns at any one time if the supervising lawyer is a full-time clinical supervising lawyer or a member of the faculty of an approved law school for a clinical course offered by the law school where such course has been approved by its dean and is directed by a member of its faculty and is conducted within institutions or legal departments described in the section above or within the law school.

What paperwork do I need to fill out to become a supervisor?

Please check with the Rule 9 candidate to see if he or she is already licensed.

If already licensed, the intern needs to fill out an [application to add you as a supervisor](#). Supervising lawyers are responsible for signing a declaration which appears on the second page of the application.

If the intern has not yet been licensed, the intern will need to complete a [Rule 9 application](#). Supervisors are responsible for signing a declaration, which appears on page 5 of the application.

Once an application is received by WSBA, it takes approximately 2-3 weeks for an intern to be licensed.

What if I am having issues with an intern that I am supervising?

Pursuant to [APR 9\(f\)\(8\)](#), supervising lawyers must inform the Bar Association staff promptly if circumstances arise that cause the supervising lawyer to have concern about the good moral character or fitness to practice of a Licensed Legal Intern supervised by that lawyer, and cooperate in any investigation that may follow such a report.

Supervisors may also terminate supervision of a Licensed Legal Intern under this rule at any time, with or without good cause, and must promptly notify the Bar Association staff of the effective date of the termination and the reasons for the termination.

Please contact the WSBA if you have any concerns about a Rule 9 intern.