

WASHINGTON SUPREME COURT ADMISSION AND
PRACTICE RULES (APR) RULE 9 SUPERVISORS

FREQUENTLY ASKED QUESTIONS

ADMISSIONS DEPARTMENT
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1. **What is a Rule 9 Licensed Legal Intern, and what can they do?**

Washington Supreme Court Admission and Practice Rule (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.

2. **Where can I recruit a Rule 9 intern?**

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

3. **What is an appropriate amount to pay Rule 9 Interns?**

The WSBA cannot advise about appropriate pay for Rule 9 Licensed Legal Interns.

4. **What are the requirements for being a supervisor?**

You must be an Active status lawyer of the WSBA with at least three years of active practice and no recent discipline.

5. **What does being a supervisor entail?**

Supervising lawyers must direct, supervise and review all of the work of the Rule 9 Licensed Legal Intern and shall assume personal professional responsibility for any work undertaken while under the lawyer's supervision. Supervisors must take reasonable steps to ensure that the 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 Washington Supreme Court Rules of Professional Conduct (RPC) 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, guidance, instructions, and to answer questions or issues raised by the Licensed Legal Intern.

6. **How many Rule 9 Licensed Legal 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 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 sections above or within the law school.



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

Confirm with the Rule 9 candidate to see if he/she is already licensed. If the candidate is already a Rule 9 Licensed Legal Intern, the intern needs to fill out a “change of supervisor” 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.

8. **Can Rule 9 Licensed Legal Intern request a Discipline History Certificate on a supervising lawyer?**

No, discipline history certificates have confidential disciplinary information. We do not provide these certificates to interns or clerks.

9. **What if I am having issues with a Rule 9 Licensed Legal Intern I am supervising?**

Pursuant to Washington Supreme Court Admission and Practice Rule 9, 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 Rule 9 intern, and cooperate in any investigation that may follow such a report.

Supervisors may also terminate supervision of a Rule 9 Licensed Legal Intern under this rule at any time, with or without good cause, and must promptly notify WSBA staff of the effective date of termination and the reasons for the termination, using the termination form found on the WSBA website.

10. **Who do you mail the Licensed Legal Intern Rule 9 card to?**

We mail the original license letter and the Rule 9 license card to the supervising lawyer’s address on record with the WSBA.

