

# UNITED STATES DISTRICT COURT

## NORTHERN DISTRICT OF CALIFORNIA JUDICIAL EXTERNSHIPS

### Application Procedures for Summer 2011

1. All students interested in submitting applications for externship positions in the United States District Court Northern District of California may need to submit an online application at:  
<http://www.cand.uscourts.gov/>.

At the Northern District home page, click the “**Extern Application**” link located

under the “Court Information” section on the right-hand column.

The screenshot shows the website for the United States District Court Northern District of California. On the right side, there is a 'COURT INFORMATION' menu with several sub-links. The 'Extern Application' link is highlighted with a red box, and an arrow points from the text in the first step to this link. Below the menu, there are sections for 'CASES' and 'RULES & ORDERS'.

*Please note however that not all Northern District judges accept online applications, and some judges still prefer paper applications. Please see Section 4 below.*

2. The “Extern Application” link will send you to the “Extern Application Program” page with general information regarding the application process. Please note that the Northern District restricts first-year students from certain schools in Northern California from submitting externship applications until after they have received their first-semester grades. Pepperdine University School of Law is **not** among the schools restricted. The link at the bottom of the page will take you directly to the online application. A copy of the online application is attached.

The screenshot shows the 'EXTERNSHIP PROGRAM ANNOUNCEMENTS' page. The text states: 'Changes are now accepting applications for Winter/Spring 2011.' It then lists schools that are restricted: 'Boalt Hall School of Law, UC Davis Law School, Golden Gate University Law School, Hastings College of the Law, University of San Francisco Law School, University of Santa Clara School of Law, Standard Law School.' It also notes that the policy does not apply to second-year law students or to students from law schools not listed above. At the bottom, there is a link: 'Click here to continue to the application...'. An arrow points from the text in the second step to this link.

3. The application requests information such as education and work experience, which can be copied and pasted from an applicant’s resume. The application further requests three references, with telephone and email contact information for each reference.

A text box on the application instructs applicants to: “Briefly explain why you are applying for an externship with this court.” Applicants should copy and paste their cover letter into this text box.

Briefly explain why you are applying for an externship with this court: ←

4. Applicants must indicate each judge they want to send their application to. As some judges do not accept online applications, and other judges still prefer paper applications, be sure to review the list of judges at the bottom of the online application form for the application preferences for each judge.

For the following judges, please submit paper applications, and **not** online applications:

- Judge Jeffrey S. White
- Senior Judge D. Lowell Jensen
- Judge Marilyn H. Patel
- Judge Maxine M. Chesney
- Judge Susan Illston
- Magistrate Judge Elizabeth Laporte
- Judge Sandra Brown Armstrong
- Judge Claudia Wilken
- Judge Phyllis J. Hamilton
- Judge James Ware
- Judge Jeremy Fogel

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Judges:

Please indicate to which judges you would like to submit your application:

**SAN FRANCISCO — ARTICLE III JUDGES**

Judge Marilyn H. Patel (Prefer paper applications)

Judge Maxine M. Chesney (Prefer paper applications)

Judge Susan Illston (Prefer paper applications)

Judge Charles R. Bryner (Prefer electronic applications)

Judge William Alsop

Judge Richard Seeborg (Prefer electronic applications)

San Francisco Judge of PRO SE DEPARTMENT (Prefer electronic applications)

Judge Jeffrey S. White (2L & 3L students preferred, but will review applications from 1Ls) (Accepting paper applications only)

**SAN FRANCISCO — MAGISTRATE JUDGES**

Chief Magistrate Judge Maria-Elena James

Magistrate Judge James Larson (Prefer electronic applications, but please mail a separate cover letter explaining interest)

Magistrate Judge Bernard Zimmerman (Prefer electronic applications)

Magistrate Judge Elizabeth Laporte (Prefer paper applications)

Magistrate Judge Joseph C. Spero

Magistrate Judge Edward M. Chen

Magistrate Judge Nandor J. Vadas (Emails — click here for more info)

**OAKLAND — ARTICLE III JUDGES**

Senior Judge D. Lowell Jensen (Accepting paper applications only)

Judge Sandra Brown Armstrong (2L & 3L students preferred, but will review applications from 1Ls) (Prefer paper applications)

Judge Claudia Wilken (2L & 3L students preferred, but will review applications from 1Ls) (Prefer paper applications)

The following judges are **not** hiring externs at this time:

- Chief Judge Vaughn R. Walker
- Senior Judge Samuel Conti
- Senior Judge William W. Schwarzer
- Senior Judge Thelton E. Henderson

Please note the special instructions for the following judges:

- Magistrate Judge James Larson
- Magistrate Judge Nandor J. Vadas
- Magistrate Judge Howard R. Lloyd

5. Once the application is completed, print a copy of the application page for your records **before** clicking the “Send Application” button.
6. Northern District judges (with the possible exception of District Judge William Alsup) will not contact applicants to schedule interviews before February 1, 2011.



CAND search [Advanced Search](#)  
[Search Tips](#)

**Application for Judicial Extern Position**

Term:

First Name:

Last Name:

Address:

City:  State:  Zip:

Phone:

Email:

**Law School**

Law School:  Year of Graduation:  GPA:

If school's grading system is unusual, please describe:

Class Rank (or estimated quartile):

Honors and Awards:

Other advanced degree (if applicable):

Date of Completion:

**Undergraduate School**

Undergraduate School:  Year of Graduation:  GPA:

Major:

Minor:

Class Rank:

Honors and Awards:

**Published works, articles, etc.**

**Employment/volunteer experience**

**Employer**

**From To**

1

**Responsibilities:**

2

**Responsibilities:**

3

**Responsibilities:**

4

**Responsibilities:**

5

**Responsibilities:**

Other relevant experience or information (e.g. non-Bay Area applicants should indicate dates available to interview):

**References:**

**FIRST**

Name

Phone & E-Mail:

**SECOND**

Name

Phone & E-Mail:

**THIRD**

Name

Phone &   
E-Mail:

Briefly explain why you are applying  
for an externship with this court:

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### Judges:

Please indicate to which judges you would like to submit your application:

#### SAN FRANCISCO — ARTICLE III JUDGES

- Judge Marilyn H. Patel (Prefers paper applications)
  - Judge Maxine M. Chesney (Prefers paper applications)
  - Judge Susan Illston (Prefers paper applications)
  - Judge Charles R. Breyer (Prefers electronic applications)
  - Judge William Alsup
  - Judge Richard Seeborg (Prefers electronic applications)
  - San Francisco Judges' PRO SE DEPARTMENT (Prefers electronic applications)
- Judge Jeffrey S. White (2L & 3L students preferred, but will review applications from 1Ls) (Accepting paper applications only)

#### SAN FRANCISCO — MAGISTRATE JUDGES

- Chief Magistrate Judge Maria-Elena James
- Magistrate Judge James Larson (Prefers electronic applications, but please mail a separate cover letter explaining interest)
- Magistrate Judge Bernard Zimmerman (Prefers electronic applications)
- Magistrate Judge Elizabeth Laporte (Prefers paper applications)
- Magistrate Judge Joseph C. Spero
- Magistrate Judge Edward M. Chen
- Magistrate Judge Nandor J. Vadas ([Eureka — click here for more info](#))

#### OAKLAND — ARTICLE III JUDGES

- Senior Judge D. Lowell Jensen (Accepting paper applications only)
- Judge Sandra Brown Armstrong (2L & 3L students preferred, but will review applications from 1Ls) (Prefers paper applications)
  - Judge Claudia Wilken (2L & 3L students preferred, but will review applications from 1Ls) (Prefers paper applications)
  - Judge Phyllis J. Hamilton (2L & 3L Students) (Prefers paper applications)
  - Oakland Judges' PRO SE DEPARTMENT (Prefers electronic applications)

#### OAKLAND — MAGISTRATE JUDGES

- Magistrate Judge Laurel Beeler
- Magistrate Judge Donna M. Ryu

**SAN JOSE — ARTICLE III JUDGES**

- Judge James Ware *(Prefers paper applications)*
- Judge Ronald M. Whyte
- Judge Jeremy Fogel *(Prefers paper applications)*
- Judge Lucy H. Koh
- San Jose Judges' PRO SE DEPARTMENT *(Prefers electronic applications)*

**SAN JOSE — MAGISTRATE JUDGES**

- Magistrate Judge Howard R. Lloyd *(2L and 3L students only)*

**JUDGES NOT HIRING EXTERNS AT THIS TIME (all divisions)**

Chief Judge Vaughn R. Walker (SF)

Judge Samuel Conti (SF)

Judge William W. Schwarzer (SF)

Senior Judge Thelton E. Henderson (SF)

**Requiring a specific, though silly, response is a device to help prevent malicious attack against our website.**

Is water wet or dry?

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Please print a copy of this page before sending the application.