

LAWS6118: Final-Year Workplace Experience

Newcastle City Precinct
Semester 1 - 2024



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

OVERVIEW

Course Description Final-Year Workplace Experience provides students with a work-integrated learning experience to enable students to acquire the specialised technical knowledge and skills in litigation and transactions required of entry level lawyers seeking admission to the legal profession.

Requisites This course is only available to students:
Enrolled in the Juris Doctor/Graduate Diploma in Legal Practice (12334) program and who have successfully completed LAWS6000, LAWS6001, LAWS6120, LAWS6121, LAWS6130, LAWS6140, LAWS6141, LAWS6014A and LAWS6014B;
OR
Enrolled in the Bachelor of Laws (Honours)/Diploma of Legal Practice (12347) program and who have successfully completed LAWS4054A and LAWS4054B.

Assumed Knowledge LAWS6000, LAWS6001, LAWS6120, LAWS6121, LAWS6130, LAWS6140, LAWS6141, LAWS6014A and LAWS6014B (or equivalents).

Contact Hours **Newcastle City Precinct Practicum**
Face to Face On Campus
180 hour(s) per Term Full Term
The Practicum will be a total of 180 hours at the University of Newcastle Legal Centre and/or at external legal practice placement sites.

Unit Weighting Workload 10
Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

COURSE OUTLINE

CONTACTS

Course Coordinator **Newcastle City Precinct**
Ms Sarah Breusch
Sarah.Breusch@newcastle.edu.au
02 4921 8666
Consultation: By appointment

Teaching Staff Other teaching staff will be advised on the course Canvas site.

School Office **Newcastle Law School**
5th Floor
NU Space
409 Hunter Street
Newcastle
Law-School@newcastle.edu.au
+61 2 4921 8666

SYLLABUS

Course Content Work integrated learning undertaking assigned legal work in litigation and transactions at the University of Newcastle Legal Centre and/or external legal placement sites. The placement is under the supervision of a lawyer with a current practising certificate. The work will involve various forms of casework, legal research, drafting, client interviews, written and oral communication. This workplace experience partly satisfies the workplace experience requirements prescribed by the law admission regulatory authorities.

Course Learning Outcomes **On successful completion of this course, students will be able to:**

1. Apply specialised technical knowledge of the practice of law in litigation and transactions;
2. Use practical legal skills including communication with real clients, drafting letters and legal documents together with the ability to conduct relevant and detailed legal research;
3. Identify and interpret the role of professional responsibility and judgment in the practice of law at an advanced level;
4. Use judgment, creativity, adaptability and initiative in applying the relevant law to new factual situations in professional legal practice;
5. Explain and value the management of legal practices and time management in legal practice.

Course Materials 2024 Practice Program Handbook (available on Sonia Placement System)

SCHEDULE

As agreed in consultation with UNLC and/or external placement supervisors

ASSESSMENTS

This course has 2 assessments. Each assessment is described in more detail in the sections below.

| | Assessment Name | Due Date | Involvement | Weighting | Learning Outcomes |
|---|---|---|-------------|-----------|-------------------|
| 1 | Mandatory attendance at all practicums with completion of 180 hours placement | Hours to be completed and attendance sheets uploaded by the end of semester 2 | Individual | Formative | 1, 2, 3, 4, 5 |
| 2 | Written reflection on their placement experience | Within one week of completion of placement | Individual | Formative | 3, 5 |

Assessment 1 - Mandatory attendance and satisfactory completion of tasks at all practicums (180 hours placement)

| | |
|----------------------------|---|
| Assessment Type | Attendance and participation |
| Description | Students must attend legal placement as required and actively engage in the tasks given to them, for a total of 180 hours |
| Weighting | This is a formative assessment and will not contribute to your final grade. |
| Due Date | End of semester 2 |
| Submission Method | Through Sonia Placement System |
| Assessment Criteria | n/a |
| Return Method | n/a |
| Feedback Provided | Yes |

Assessment 2 – Written Reflection

| | |
|----------------------------|---|
| Assessment Type | Written reflection |
| Description | Students are required to submit a 1000 word written reflection within one week of completing their placement hours. The reflection should: <ul style="list-style-type: none"> • Address the educational aims of placement and how placement has contributed to the acquisition of legal skills • Include a discussion of how you have met the learning outcomes listed above • Critically reflect upon any significant experiences you had in the course of your workplace experience; and • Consider how those experiences will influence your future actions and how placement has impacted and shaped your values. |
| Weighting | This is a formative assessment and will not contribute to your final grade. |
| Due Date | Within one week of completion of placement |
| Submission Method | Through Sonia Placement System |
| Assessment Criteria | n/a |
| Return Method | n/a |
| Feedback Provided | No |

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

| Grade | Description |
|--------------------|--|
| Ungraded Pass (UP) | There are no marks associated with this result and you have met the level requirements to pass the course. |
| Fail (FF) | Failure to satisfactorily achieve assessment objectives or compulsory course requirements. A fail grade may also be awarded following disciplinary action. |

Communication Methods

Communication methods used in this course include:

Course Evaluation

Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.

Oral Interviews

As part of the evaluation process of any assessment item in this course an oral examination may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the [Oral Examination Guidelines](#). In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the [Student Conduct Rule](#).

Academic Misconduct

All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to <https://policies.newcastle.edu.au/document/view-current.php?id=35>.

Adverse Circumstances

The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where:

1. the assessment item is a major assessment item; or
2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system;
3. you are requesting a change of placement; or
4. the course has a compulsory attendance requirement.

Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at:

<https://policies.newcastle.edu.au/document/view-current.php?id=236>

Important Policy Information

The 'HELP for Students' tab in UoNline contains important information that all students should be familiar with, including various systems, policies and procedures.

Wellness Contacts

There are a variety of pressures on law students, and being able to perform well academically under pressure, without excessive stress will contribute to enhanced outcomes in wellbeing and academic results. Reach out to support services and learn ways to maintain your mental health, deal with stress and common issues like perfectionism, procrastination and anxiety.

To access UON support:

<https://www.newcastle.edu.au/current-students/support/personal>

Ph: 4921 6622 or email: counselling@newcastle.edu.au

For support outside of office hours call the University Crisis Support Line on 1300 653 007 or for chat sms 0488 884 165.

For immediate support contact Lifeline 24/7 on 13 14 11 or <https://www.lifeline.org.au/>

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.

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