## TUTOR'S MONTHLY CERTIFICATE LAW CLERK PROGRAM

Month:, 20		Clerk:	
1.	. Course studied this month:	Grade (circle): Pass or Fail	
2.	List text books and materials:		
3.	Did you prepare and administer a written ex	amination to the clerk this month: (circle) Yes OR	
	No, prepared and administered by assistant tut	No, prepared and administered by assistant tutor,	
4.	. Average number of hours the clerk studied e	Average number of hours the clerk studied each week:	
5.	Average number of hours each week devoted to the clerk's personal supervision: (must be at least 3):		
6.	Average number of hours each week the clerk performed the duties of a clerk (must be at least 30):		
7.	Generally describe the clerk's duties:		
8.	In your opinion, is the clerk progressing satis	factorily in the program?	
	If no, explain on an attached sheet.		
9.	What course will the law clerk be studying next month?		
	CERTIFICATION OF PRIMARY TUTOR		
I, _	,, fi	ally understanding that the foregoing information and grades will be	
	•	her or not the above-named clerk is progressing satisfactorily in the	
pro	orogram, hereby certify that:		
(che	check one)		
	I administered a written examination to the clerk this month. The examination was answered without research, assistance or reference to source materials during the examination, and the grade stated above is correct,		
OR	*		
	The written examination was administered by approved Assistant Tutor  The examination was answered without research, assistance or reference to source materials during the examination, and the examination grade stated above is correct.		
— Da	 Date	Tutor's signature	

## **NOTICE**

This certificate and the graded monthly examination (and a course grade, if appropriate) must be submitted to the Law Clerk Board within 10 working days of the end of the month (see Regulation 5-3). The clerk will be deemed to have withdrawn from the program (see Regulation 8-1) or the Board may terminate the clerk's enrollment (see APR 6(g)(2)) if you fail in this responsibility.