

## Michigan Journal of Environmental & Administrative Law

University of Michigan Law School  
625 S. State Street  
Ann Arbor, Michigan 48109

Dear Applicant:

Thank you for your interest in the Michigan Journal of Environmental & Administrative Law (MJEAL). Though environmental law is a core curricular concentration and administrative law plays a central role in the vast majority of policymaking conducted by government, it is only now that the Law School's journal offerings extend a viable option to students interested in these key areas of the law. MJEAL aims to publish high-quality Articles and Notes from scholars, practitioners, and students on both environmental and administrative law topics. This packet contains instructions for completing an application to join the journal's next class of Associate Editors (AEs).

The first step of applying to MJEAL is to express interest by simply emailing Liz Och (och@umich.edu) with the following information: (1) name, (2) unickname, and (3) phone number **no later than 11:59pm (ET) on Wednesday, April 18, 2012**. This will allow us to assign you an applicant number (required for the blind-grading system).

We will provide you with your applicant number on **Monday, April 23, 2012**. We will begin accepting applications as soon as the cite checking assignment is released (see below). Applications should be sent to Liz Och (och@umich.edu) using the subject line "MJEAL AE Application." Applications are due at **11:59pm (ET) on Thursday, May 17, 2012**. A completed application packet should include:

- 1) a current résumé (one page maximum);
- 2) a statement of interest (250 words max);
- 3) a short writing sample (i.e., your best legal practice memo or the law review competition note);
- 4) a short note proposal (two paragraphs); and
- 5) the cite-checking exercise.

When you submit the application, please do so in word format, submitting each item as a *separate* document, each named using your applicant number dash document name. Example:

- 1) 19-résumé
- 2) 19-statement of interests
- 3) 19-writing sample
- 4) 19-note proposal
- 5) 19-cite checking exercise

**Please note:** MJEAL will be adopting the cite checking exercise used by multiple other journals, to be released after finals. We will require only two of the four exercises on the sheet (exercises 1 and 2). If you wish to do all other portions of the MJEAL application prior to the release of the cite checking exercise, you are free to do that, but we ask that you refrain from sending in your final application until you have completed all parts of the application, so all five will be in one email. We will **not** review applications on a rolling basis, so handing it in closer to the deadline will not put you at any disadvantage. We are simply releasing the other parts of the application now to give you a chance to complete them early if you so desire.

Each portion of the application shall include a running header with your applicant number at the top right of each page (i.e. “Applicant Number – 19”). Please note that your applicant number will **not** be the same as the ticket number you receive for other journal applications. It will be specific to MJEAL.

Applying for and accepting a position on MJEAL does not preclude you from applying for and accepting positions on other journals as well. As a provisional-status journal, we will be publishing two issues next year, which means the workload should be lighter than that of other journals. MJEAL orientation will be held over the course of three days in the week before school starts in the fall (exact dates TBD). Please email Liz Och (och@umich.edu) with any questions about the application process.

Good Luck!

*Volume 2 Staff*

## Application Instructions

### I. Current Résumé

This should be no longer than **one page**, and should **not** include GPA or any identifying information other than your applicant number.

### II. Statement of Interest

Please answer the following in no more than **250 words**:

Why are you interested in the Michigan Journal of Environmental and Administrative Law?

### III. Writing Sample

The writing sample can be any piece of legal writing that best demonstrates your ability to

- 1) clearly present and structure an argument;
- 2) analogize and distinguish legal holdings; and
- 3) adequately support conclusions with relevant law.

The sample will also be evaluated for spelling, grammar, and standard English usage. The sample should not have been edited by anyone other than you (so if you are using a legal writing piece for your sample, please submit a draft that does not incorporate professor edits). Samples should be **no shorter than five (5) pages or longer than twenty (20) pages**. All citations in your writing sample will be reviewed for accuracy as part of the application process.

### IV. Short Note Proposal

While completing a Note is not mandatory, MJEAL AEs are required to complete the early stages of the Note writing process. Notes are concise legal essays that identify an unresolved legal issue and offer a solution to the problem. For the application, please write **two paragraphs** in which you:

- (1) describe a legal issue or topic you would like to address in your note and
- (2) explain why the topic is within the scope of the journal or particularly relevant to environmental and/or administrative law scholars and practitioners.

You will not be held to this topic, but we encourage you to think seriously about it. Your proposal will help demonstrate your interest in the substance of the journal and your ability to engage in original scholarship.

### V. Cite Checking Assignment

Do **only** exercises 1 and 2 of the cite checking assignment to be released by the Journal of Law Reform (the same assignment used by other journals). We will email you when it is out.