

## LEGAL AID CLINIC POLICY

**Institution Name:** Shree Geet Law College

**Policy Code:** LACP-20

**Effective From:** 1 July 2025

**Approved By:** PRINCIPAL

**Next Review Due:** One year from the date of approval

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### **1. Preamble**

The Institution recognizes access to justice as a fundamental constitutional value and an integral component of legal education. The Legal Aid Clinic is established to promote clinical legal education, social responsibility, and community engagement while providing free legal assistance to underprivileged and marginalized sections of society.

This policy is framed in alignment with the objectives of legal education and relevant statutory provisions governing legal aid services in India.

### **2. Objectives**

1. To provide free legal awareness and assistance to economically weaker sections.
2. To impart practical training to law students through clinical exposure.
3. To promote social justice and community engagement.
4. To develop professional ethics and responsibility among students.

### **3. Scope**

This policy applies to:

- All students enrolled in law programmes.
- Faculty members designated as Legal Aid Coordinators.
- Community outreach programmes conducted by the Institution.

### **4. Constitution of Legal Aid Clinic**

The Institution shall constitute a **Legal Aid Clinic Committee** comprising:

- Principal – Chairperson
- Faculty Coordinator(s)
- Senior Faculty Members
- Student Representatives
- Liaison with local legal authorities (where applicable)

The Committee shall supervise and regulate the functioning of the Clinic.

## **5. Functions of the Legal Aid Clinic**

The Legal Aid Clinic shall:

1. Provide free legal counseling and guidance to eligible individuals.
2. Conduct legal awareness camps in rural and urban areas.
3. Organize workshops on rights and legal remedies.
4. Facilitate mediation and dispute resolution, where appropriate.
5. Refer complex matters to competent legal authorities.

The Clinic shall not represent clients in courts unless permitted under applicable laws and professional regulations.

## **6. Student Participation**

1. Participation in Legal Aid activities may form part of clinical courses as prescribed by the affiliating university.
2. Students shall assist in drafting applications, conducting legal research, and preparing awareness materials under faculty supervision.
3. Students shall adhere strictly to professional ethics and confidentiality norms.

## **7. Code of Conduct and Ethics**

All participants shall:

- Maintain confidentiality of client information.
- Avoid providing legal advice beyond their competence.
- Refrain from accepting any remuneration or benefit.
- Uphold integrity, impartiality, and professionalism.

Violation of ethical standards shall attract disciplinary action.

## **8. Collaboration**

The Institution may collaborate with:

- District Legal Services Authorities (DLSA)
- Non-Governmental Organizations (NGOs)
- Government bodies
- Community organizations

Such collaborations shall be undertaken with prior approval of the Competent Authority.

## **9. Record Maintenance**

The Legal Aid Clinic shall maintain records of:

- Cases handled and counseling sessions conducted
- Awareness programmes organized
- Student participation and reports
- Outreach and impact documentation

Records shall be preserved for academic, regulatory, and accreditation purposes.

## **10. Financial Support**

Subject to availability of funds, the Institution may allocate resources for conducting legal aid camps and related activities.

## **11. Monitoring and Review**

The Internal Quality Assurance Cell (IQAC) shall review the functioning and impact of the Legal Aid Clinic annually and recommend improvements where necessary.

### **Declaration:**

The Institution affirms its commitment to advancing social justice and experiential legal education through the effective functioning of the Legal Aid Clinic.

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