

## Information on the provision of service by the Student Legal Services

Individual sections of the Student Legal Services Education Center in the Faculty of Law of SWPS University (hereinafter: "**SPP**") operate on *pro bono* basis for the benefit of the local community, providing legal assistance on the terms and conditions set forth in the SPP Regulations.

The purpose of activity of each section of the SPP is to provide legal assistance to persons whose financial situation does not allow them to obtain paid services of an attorney, legal counsel or other professional representative. Applicants who are capable of obtaining such services or already benefit from professional legal assistance may not use the services of the SPP.

Assistance is provided by students acting within the framework of the SPP as part of their practical training conducted in the university, under the guidance of a designated academic teacher acting as Section Supervisor. The legal advice is of a consultative nature and its purpose is to clarify all the relevant circumstances and indicate possible ways of proceeding in the given case, however it is the Client who decides whether to proceed with his case.

Submission of the required statement and completion of the case form by the Client does not automatically constitute acceptance of the case for further processing. The Client shall be informed of the acceptance of the case by the members of the team designated to handle the case immediately after confirmation of acceptance by the Section Supervisor.

If SWPS University students or staff are summoned to court as witnesses, they shall not be bound by confidentiality obligations to the same extent as professional lawyers, i.e. they shall be obligated to disclose to the court any relevant information available to them. The SPP Section Supervisor or the SPP Manager may decide to discontinue processing a case at any time. If, as a result of the issue of a legal opinion or the lack thereof, any damage has been incurred, except for cases of deliberate guilt, liability for damages of the SWPS University and its employees and students is hereby excluded.



In order for the SPP to accept a case, it is necessary to submit a Statement of fulfillment of the requirements for becoming a Client of the SPP and to become familiarised with and accept the Information on the provision of service by the Student Legal Services.

The interested party has the right to inform the Section Supervisor or Manager of the Student Legal Services Education Center, as well as the Legal Clinics Foundation, about the manner and content of the legal assistance provided to them.