



New York State Unified Court System

Office of the Administrative Judge • 9th Judicial District

Hon. James P. Murphy
Deputy Chief Administrative Judge
For Courts Outside NYC

Hon. Anne E. Minihan
Administrative Judge of the Ninth JD

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Deputy District Executive

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Each summer, the New York State Court System provides an excellent learning opportunity to students from all over the country through the Judicial Internship Program.

The 2025 Summer Judicial Internship Program for the Ninth Judicial District is scheduled to begin on Monday, June 9, 2025, and last approximately six weeks until July 18, 2025. Interns are expected to work **in person** Monday through Friday from 9:00 a.m. to 5 p.m. There is no remote option. The internship encompasses the entire Ninth Judicial District (Westchester, Putnam, Rockland, Orange, and Dutchess Counties), in all courts, and selected interns are placed in a location convenient for them. All interns will attend a detailed orientation and weekly professional development lectures with guest speakers held in the Westchester County Courthouse in White Plains. The summer internship is unpaid, and interns are responsible for paying parking fees.

The opportunity to intern in a Judge's chambers provides a student with an insider's view into the decision-making process and a chance to participate in that important process. Interns' tasks will include conducting legal research, drafting memos and briefs, preparing decisions, observing court, and assisting chambers' staff with the day-to-day operations of their part.

Interested law students and college students who would like to apply to the 2025 Summer Judicial Internship Program, should complete the employment [application](#) and email it, along with a cover letter (explaining why you are interested in the program, what areas of law interest you, and what County you prefer to be placed), resume, and official transcript to the Internship Coordinator, at 9JDInternship@nycourts.gov. Emails **must** come from a school-issued email address. Applications from personal email addresses will be rejected. Interviews will be conducted on a rolling basis, beginning in January. All applications must be received no later than March 2, 2025. **Note:** The internship program is limited to 50 students.

If you are a law student and an avid writer, and wish to hone those skills over the summer, please note in your cover letter that you would like to be considered for a position with the White Plains satellite office of the Appellate Division, Second Department. Please also include a writing sample with your application materials.

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