

ATTACHMENT B

SAMPLE LETTER TO LAWYER BEING MENTORED [South Carolina Commission on the Profession Letterhead]

Dear _____,

As a newly admitted member of the South Carolina Bar, you will participate in a pilot South Carolina Lawyer Mentoring Program. The goal of this new program is to assist your transition into the legal profession and to provide you with a stronger understanding of its accompanying ethical and professional obligations and expectations.

Enclosed are materials describing the program as implemented by the Supreme Court of South Carolina. You should review those materials immediately. If you work in a law firm or office with other lawyers who meet the qualifications to be a mentor as set forth in those materials, you may seek a mentor from among those qualified lawyers. You should discuss the program with potential mentors and attempt to secure their consent to serve as a mentor. They should be made aware that completion of their work as a mentor would qualify for four hours of MCLE credit in the year in which the mentoring is completed. You may also work in an office or firm with an internal mentoring program that has been certified as compliant with the mentoring program. You should ask your employer if that is the case.

If you prefer, you may select a qualified mentor who does not work with you or you may request that a mentor be appointed for you. In any event, you must return the enclosed form to the Commission on Continuing Legal Education and Specialization within 30 days after your admission to the South Carolina Bar, indicating the name of a mentor who has consented to serve in that role or requesting appointment of a mentor.

Enclosed with this letter is a copy of the reporting form that you and your mentor will be required to submit at the end of your participation in the mentoring program. During the mentoring period, you will be expected to work with your mentor to achieve each of the objectives set forth in the Uniform Mentoring Plan or in your firm's mentoring plan if it has been

approved. If any activities are not completed, you will be asked to explain the omission of those elements. A purpose of the pilot program is to ascertain which activities are feasible and appropriate to require, and your explanations will be important in that determination.

Sincerely,