



AMERICAN INDIAN LAW CENTER, INC.

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## **PLSI Bar Review Course Fee Reimbursement Application Guidelines for 2017-18**

### **Eligible Applicants:**

- ▶ PLSI alumni who have graduated from law school and have taken or will take a state bar examination upon completion of the bar review course for which reimbursement is requested.

### **Required Documents:**

- ▶ Completed Bar Review Course Fee Reimbursement Application
- ▶ Itemized bar review course receipt
- ▶ Law school transcript with completed J.D. degree and date received. Unofficial transcripts without the completed J.D. degree will be accepted if the applicant has not graduated at the time the application is submitted, but applicant must submit the final unofficial transcript upon graduation.

### **Courses Eligible for Reimbursement:**

- ▶ Review courses taken in preparation for a previous bar exam or a 2017-2018 exam will be reimbursed at a rate of 75% of the total review course cost up to a maximum amount of \$2,500.
- ▶ The preparation course must be administered by a commercial enterprise.
  - ▶ This may include a private tutor, but only if the tutor operates a business with a tax identification number that was established for the purpose of preparing law school graduates for the bar examination.
- ▶ Any study materials and software included in the original fee are eligible for reimbursement. However, additional extra study materials, bar application fees, bar exam software, reimbursable costs, etc., are not eligible for reimbursement.
- ▶ Only one course per examination cycle, and not more than two courses in total, can be reimbursed. Reimbursement for the second course will be considered only if the alumnus or alumna did not pass the bar after the first prep course, and only if funds remain after all students have been reimbursed for their initial course.

### **Student Responsibilities:**

- ▶ Applicants who receive reimbursement agree to inform PLSI staff of the results and scores of the bar examination, including their MEE, MBE, and MPT scores, if available, within 30 days of receiving the results.
- ▶ Any student who does not take a scheduled bar examination as indicated on the reimbursement application form must notify PLSI staff at the time of exam deferral with the reason the exam was deferred/not taken as originally scheduled and the rescheduled date of the exam.
- ▶ Applicants who have previously taken a bar examination(s) must submit the dates and test scores of the examination(s). The applicant must include their MBE, MEE, and MPT scores, if available, for each exam.