



AMERICAN INDIAN LAW CENTER, INC.

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AILC/PLSI Bar Review Course Reimbursement Application Guidelines for 2023-2024

Eligible Applicants

Members of federally recognized tribes who have graduated from law school and have taken or will take a state bar exam upon completion of the bar review course for which reimbursement is requested. The reimbursement is not available to attorneys who have been admitted, or are eligible to be admitted because of previous scores, to a state bar and are seeking admission to a different jurisdiction.

Required Documents

- Completed AILC/PLSI Bar Review Course Reimbursement Application (Incomplete applications will not be processed. If you have questions regarding the form, contact the AILC before submitting your application.)
- Itemized bar review course receipt (see eligibility below). You must pay for your course in full before applying for reimbursement. Your receipt must show that you paid the total and that your balance is zero. The receipt must show your name, the bar exam jurisdiction, the total cost, any discounts, taxes, shipping, any book deposits, and payment.
- Law school transcript with completed J.D. degree posted. Transcripts without the completed J.D. degree will be accepted if the applicant has not graduated at the time of application, but applicant must submit the final Official transcript upon graduation.
- Proof of tribal membership or first descendant of tribal member.
- Bar Examiner Score Report(s) for previous attempts to pass the bar exam, if applicable.
- You must submit Bar Examiner Score Report within 30 days of receiving bar exam results.

Courses Eligible for Reimbursement

- Bar exam review courses taken in preparation for a 2023-2024 bar exam will be reimbursed at a rate of 85% of the total review course cost up to a maximum amount of \$3,000. Twenty-five percent (25%) of the reimbursable amount will be withheld until bar scores are sent to AILC. The remaining amount will be released when we receive your scores.
- The review 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 exam.
- Any study materials and software included in the original fee are eligible for reimbursement. Contact the AILC with questions about additional extra study materials.
- Only one review course per exam cycle. Reimbursement for additional courses will be considered **only if** the applicant did not pass the bar exam after the first review course, and **only if** funds remain after all eligible applicants have been reimbursed for their initial course.

Applicant Responsibilities

- Applicants who receive a reimbursement agree to inform AILC staff of the results and must submit the Bar Examiners Score Report, including, MEE, MBE, and MPT scores, where applicable, within 30 days of receiving the results. This is YOUR responsibility to submit. Calendar reminders. Twenty-five percent (25%) will be withheld until bar scores are sent to AILC. If scores are not submitted, you will forfeit the remaining 25% and you will not be eligible for any future services or reimbursements unless you submit your scores.

- Anyone who does not take a scheduled bar exam as indicated on the reimbursement application form must notify AILC staff at the time of exam deferral with the reason for deferral and the rescheduled date of the exam. You are responsible for paying the full amount back to AILC if you do not take the scheduled bar examination and do not show proof of deferral.
- Applicants who have previously taken a bar exam(s) must submit the dates and test scores of the exam(s). The applicant must include their MBE, MEE, and MPT scores, where applicable, for each exam.

Attorney-Coach Program

In addition to the Bar Review Course Reimbursement, the AILC is also offering an attorney-coach program to help Native American bar examinees develop a realistic and effective bar preparation schedule and stick to it. The AILC's attorney-coaches will not be tutors but will periodically check in with their examinees regarding bar study progress and goals. We try to match examinees with attorneys in the jurisdiction of the selected bar exam. The attorney-coach cycle starts in December for the February exam and in May for the July exam. For more information, email AILCinfo@law.unm.edu or call (505) 277-5462.

Supplemental Bar Exam Preparatory Materials

If you are eligible for the reimbursement, you are also eligible for supplemental bar exam preparatory materials including Emanuel's Strategies and Tactics for the MBE and Critical Pass Cards. Re-takers are eligible for Adaptibar. Please indicate your interest on the application and we will contact you to discuss the best materials for your bar study.

Submit all receipts and supporting documents in PDF.

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