

PENNSYLVANIA BAR INSTITUTE

Continuing Education Arm of the Pennsylvania Bar Association

BRINGING EXCELLENCE TO CLE

5080 Ritter Road • Mechanicsburg, PA 17055-6903 • (800) 932-4637 • (717) 796-0804 • Fax (717) 796-2348

Pennsylvania Bar Institute

Scholarship Policy

The Pennsylvania Bar Institute offers scholarships in the form of partial tuition waivers for attorneys with limited financial means. The scholarships make it possible for attorneys to meet their annual 12 credit mandatory continuing legal education requirement at a minimal cost.

PBI grants a tuition waiver for attorneys whose household income is less than \$35,000. In special circumstances, e.g. an attorney whose family has incurred extraordinary medical expenses, the Associate Director for Seminars may grant a partial waiver for attorneys whose household income is less than \$45,000. These scholarships apply only to courses required to meet the 12 credit MCLE requirement. In all circumstances, the recipient shall be required to pay a minimum fee of \$25 per day plus the CLE reporting fee (currently \$1.50 per credit).

In addition, PBI provides a 100% waiver of tuition for the first 12 hours of CLE credit annually for attorneys employed full time by any of 72 public interest organizations throughout the Commonwealth which are providing legal services to the public (call customer service to find out which organizations). These attorneys may also enroll for courses beyond the 12 credit educational requirement at 50% of the applicable tuition.

**PENNSYLVANIA BAR INSTITUTE
SCHOLARSHIP APPLICATION FORM**

CONFIDENTIAL: This information is solely for the use of the PBI Scholarship Administrator; no further distribution or publication is permitted except (1) as necessary to administer the scholarship program, and (2) as required by auditors of PBI.

NOTE: Application must be received by PBI no later than 30 days before the seminar. A minimum payment must be paid with this application. See below.

Name: _____ Atty. No. _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: (____) _____ Fax: (____) _____

E-mail: _____

Firm/Employer: _____

Date admitted to the practice of law: ____/____/____ Compliance Deadline: April August December

Seminar for which tuition assistance is requested:

Title: _____ Credit Hours: _____

Date: _____ Location (city): _____

Applicable tuition: Young Lawyer \$ _____ Member \$ _____ Nonmember \$ _____

Certification of financial need:

Are you attending to meet your current year Pa. CLE requirement? ___Yes ___No

What is your current household income? \$0 to 35,000 \$35,000 to 45,000 \$45,000 or more
(this question **MUST** be answered)

Please explain your financial need _____

Have you received a PBI scholarship during your current compliance year? ___Yes ___No

A minimum payment of \$25 per seminar, per day, plus the CLE Board fee (\$1.50 per credit or part of a credit) must be paid with this application. This minimum payment and CLE Board fee will be refunded if the scholarship is not granted.

Signature: _____ Date: _____

RETURN TO: PBI Scholarship Administrator, 5080 Ritter Road, Mechanicsburg, PA 17055-6903
Fax No.: (717) 796-2348 or zbarlup@pbi.org

FOR OFFICE USE ONLY

Scholarship Granted: Y P N – _____

Tuition \$ _____

Minimum fee \$ _____

CLE Credit fee \$ _____ Owes: _____

Misc. fee \$ _____

Scholarship amount \$ _____

Date received: _____ Payment received: Y N

Balance due (if any): _____ Balance paid: _____

Scholarship Number: _____ Date Notified: _____