

Addressing requests for financial assistance with tuition

For all members:

1. Tuition can be paid in installments over the course of the year until the following May; the website is already set up for you to do this.
2. At the end of the academic year (May), LSP's administrator (currently Shanna) will check to make sure that everyone who is paying tuition has made payments totalling to \$2000. If someone comes up short, she will email the individual to remind them to pay the remaining balance.

For individuals with exceptional cases, extreme hardship, or for candidates who are living in countries with different wages and costs of living:

1. Requests for tuition assistance should be made directly to the Board rather than liaising through one's advisor. Please send a request to the Treasurer (currently Bret) detailing your circumstances and with a suggestion of the amount you can reasonably pay as a symbolic contribution towards your tuition.
2. Bret will share your email with the rest of the Board, and the Board will discuss your request at their next scheduled monthly meeting (anywhere from 1-4 weeks from when you submit your request).
3. After meeting, the Board will respond to your request via the Treasurer within two weeks.