

## **The Gary Williams/ Mary Jane McGinty Bar Passage Assistance Fund**

An unforeseen obstacle or financial difficulty should not impede your journey toward success in law school or bar licensure. If you are experiencing a financial barrier or emergency, applying for relief from the Gary Williams/Mary Jane McGinty Bar Passage Assistance Fund (the "Fund") might help.

### **Definition of Financial Emergency**

For purposes of this program, a "financial emergency" shall mean either:

1. An unforeseen or reasonably unavoidable expense that could impede a student's success in law school, or
2. An unforeseen or reasonably unavoidable expense that could impede a student's ability to sit for or pass the Multistate Professional Responsibility Exam (the "MPRE") or bar exam.

### **Fund Limits**

The number of students who can be served by the Fund is subject to the availability of funds. The Fund must be sustained by continual contributions from alumni, parents, faculty, staff and friends of Cleveland State University College of Law. For this reason, requests for funds are limited to \$750. Requests for funds above the limit may be considered in exceptional circumstances (defined as extraordinary hardships that significantly exceed typical financial challenges). Please consult with the Senior Assistant Dean for Student Success prior to making such a request.

### **Expenses Covered by the Fund**

Possible expenses covered by the Fund include, but are not limited to:

- Reimbursement or payment of fees related to registration as a candidate, application to take the bar, and other related filing fees associated with the bar exam or MPRE
- Reimbursement or payment of fees associated with travel to and expenses at the bar exam, including but not limited to gas, hotel accommodations, food, and supplies
- Reimbursement or payment of costs associated with testing and diagnostic services for students or graduates documenting disabilities
- Reimbursement or payment of costs associated with bar exam preparation classes for repeat bar takers
- Reimbursement or payment of costs associated with medical or mental health services for students or graduates studying for the bar exam
- Reimbursement or payment of costs associated with supplemental study aids for current students or graduates preparing for the bar exam
- Reimbursement or payment of costs associated with rent or housing for graduates studying for the bar exam
- Reimbursement or payment of costs associated with childcare for graduates studying for the bar exam
- Reimbursement or payment of costs associated with tutoring for graduates studying for the bar exam, MPRE, or a law school exam

- Reimbursement or payment of costs associated with any other expense reasonably calculated to assist students with their legal studies in law school or graduates with taking and passing the bar exam or MPRE
- Reimbursement or payment of costs associated with any other financial barrier that may negatively impact a student or graduate's success in law school, the bar exam, or any other licensing requirement

## **Eligibility**

- Recipient(s) must be in good academic standing (as defined in the CSU College of Law Student Handbook), with demonstrated financial need.
- Recipient(s) must be enrolled at CSU College of Law pursuing a Juris Doctorate (JD) or have graduated with their Juris Doctorate (JD), and be preparing to take the bar exam on your first or second attempt.
- Recipient(s) must show they have a reasonable likelihood of being able to sit for the bar exam during the time frame for which funds are being requested.
- Recipient(s) must show they are actively engaged and making good faith progress toward completion of a program of bar preparation.

## **Other Requirements**

- Applicants must complete an application in full and submit all supporting documentation, including the required budget spreadsheet
- Applicants must assume responsibility for any tax or financial aid consequences resulting from any award under this fund. Applicants are encouraged to consult with a tax professional regarding potential tax implications
- Applicants must cooperate and provide all requested information to facilitate timely payment. Delays on the part of the applicant may impact or prevent any or all payments under this fund
- Applicants may be asked to sign a bar study contract as a prerequisite for payment. Failure to complete the study contract may result in a withdrawal of funding or bar to additional requests for funding
- If funds are used for any deposit for which the student is eligible for reimbursement (such as a bar review course deposit), the Applicant must agree to return any refunded amounts to Cleveland State University College of Law to reimburse the Fund once the student becomes eligible for such reimbursement
- The Senior Assistant Dean for Student Success may submit deadlines and other limitations for applications, as necessary for processing and other factors.

## **Application Process**

Students who are in need of financial assistance may submit an application and supporting documentation to:

**Nick De Santis**  
**Senior Assistant Dean for Student Success**  
**Cleveland State University College of Law**  
**[n.desantis@csuohio.edu](mailto:n.desantis@csuohio.edu)**

The Williams McGinty Fund Committee will review submitted applications and determine whether funding will be granted, as well as the appropriate funding amount. Applicants should expect a response within one week of submission.

Applicants may be required to meet with the Senior Assistant Dean for Student Success, or designate, to discuss their application.

**IMPORTANT: If you are currently receiving financial aid, be advised that receiving funding from this fund may affect your future aid packages and funds received may be taxed as income.**

## APPLICATION FORM

### The Gary Williams/Mary Jane McGinty Bar Passage Assistance Fund

Full Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

CSU LAW Email: \_\_\_\_\_

Personal Email: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Moble Phone Number: \_\_\_\_\_

#### Application Questions

**1. Are you currently receiving financial aid/scholarships?**

Yes  No

**2. Have you received funds from this fund before?**

Yes  No

If yes, please list the date and amount: \_\_\_\_\_

**3. What is the amount of funds you are requesting with this application?**

\$ \_\_\_\_\_

**4. Please attach a statement that addresses each of the following:**

- Provide a summary of the reason why funds are needed, the nature of the financial hardship, and what the funds will be used for
- Include documentation such as estimates, copies of bills, receipts, legal notices, etc.
- Explain why the costs you have incurred might affect your ability to apply for or sit for the MPRE, the bar exam, or impact your success in law school
- Describe your efforts to obtain assistance for these unexpected expenses through other resources

5. Please provide a monthly budget by completing the budget spreadsheet, as well as a summary of monthly expenses in support of your application.

**Required Documents Checklist**

Please ensure you have attached the following:

- Completed application form
  - Written statement addressing all requirements in Question 4
  - Supporting documentation (bills, receipts, estimates, etc.)
  - Completed budget spreadsheet
  - Summary of monthly expenses
- 

**Certification**

*I certify that the information I have provided is true and complete. I will notify the Senior Assistant Dean for Student Success in writing immediately if after submission of this application there is any change in the information provided.*

*I understand that falsifying or withholding information in this application may result in a referral to the Honor Council or other appropriate body.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_