



Western Association *of* Prelaw Advisors

NEW ADVISOR GRANT TO BRING YOUR STUDENTS TO A WAPLA LAW FAIR!

The Western Association of Prelaw Advisors is piloting a new member benefit designed to enhance attendance at WAPLA Law School Caravan sites. This is a win-win situation: you can provide a great opportunity for your students, your students gain exposure to a variety of law schools, and the law schools get to meet more potential applicants!

HOW IT WORKS

You must be a member of WAPLA and be a prelaw advisor at an institution which does NOT hold any sort of law fair at or sponsored by your college or university or another APLA.

- 1) Organize a trip to a WAPLA law fair site for yourself and at least three students
- 2) Contact the Law Fair Site Supervisor at the law fair you wish to attend. See www.wapla.org for the caravan locations and contact lists. Let the site supervisor know you are coming and approximately how many students you plan to bring.
- 3) Email WAPLA Treasurer Tim Garrison brtg@pdx.edu with this information to apply for the grant.
- 4) On the day of the fair, check in with the site supervisor to confirm your attendance and number of students.

Prelaw advisors who meet the above criteria and bring at least 3 students are eligible to apply for the travel grant assistance to attend one WAPLA law fair at the following rate:

- Minimum three students plus advisor required. WAPLA will reimburse your actual expenses up to a maximum of \$200.
- For every additional student you bring, you will receive up to an additional \$50 per student, up to a maximum of \$350. (For example an advisor plus 6 students would be reimbursed for expenses incurred up to max of \$350).

REIMBURSEMENT PROCESS

- 1) Save your receipts and submit them to WAPLA Treasurer Tim Garrison brtg@pdx.edu along with a WAPLA Travel Grant Reimbursement Request form which you can obtain on the WAPLA web site. (Scanned documents preferred.) Send a self-addressed stamped envelope to Tim at:
Tim Garrison, Department of History, Portland State University, P. O. Box 751, Portland, OR 97207
He will then send you a check for reimbursable expenses.
- 2) Reimbursable expenses include costs incurred in getting to a WAPLA law fair, e.g. vehicle rentals, bus/train fair, taxis, mileage at standard IRS rate if using personal vehicle, parking, hotel (if warranted by distance travelled), and food. Receipts are required for ALL requested expenses.

WAPLA MEMBERSHIP

While you do not have to be a WAPLA member to simply attend a law fair – our law fairs are open to the public - you must be a prelaw advisor member of WAPLA to apply for the travel grant assistance. WAPLA advisors who attended this year's PLANC Conference in Chicago have already paid membership dues (as part of registration fee) for two years (2016 and 2017), so you are all set. Others who wish to join separately should contact Kris Tina Carlston kristina_carlston@byu.edu to join and pay \$25 annual membership dues.

QUESTIONS?

Please contact WAPLA Treasurer Tim Garrison brtg@pdx.edu or Past President Marilyn Hoffman mhoffman@uc.utah.edu