To Whom It May Concern:

The Institute for Paralegal Studies at Loyola University Chicago is a post-baccalaureate certificate program. The total program requires 24 semester hours or 12 classes. A full-time course load is 6 s.h. (3 classes) per 8 week session and a part-time course load is 5 s.h. or less (2 classes or less) per 8 week session.

With a full-time course load, students can complete the program in 4 sessions or roughly 8 months. The pace at which the program is completed is entirely student set. Students must complete all program within 3 years from the time of their admission.

Tuition for the 2010-11 academic year (i.e., fall 2010 through summer 2011) is $570 per semester hour. Tuition for the 2011-12 academic year (i.e., fall 2011 through summer 2012) is $590 per semester hour.

All Loyola students are assessed an activities fee and a technology fee for each session. Each of these fees is based on the number of registered semester hours. The activities fee is $30 for 1 to 2 hours, $55 for 3 to 4 hours, and $75 for 5 or more hours. The technology Fee is $22 for 1 to 2 hours, $44 for 3 to 4 hours, and $66 for 5 or more hours.

Students enrolled in any section of Legal Research & Writing are assessed a $55 LEXIS/Westlaw Service Fee.

Post-baccalaureate students are not eligible for grant assistance, but may apply for the subsidized and/or unsubsidized Federal Stafford Loan. Post-baccalaureate students are not eligible to receive a Pell Grant.

Sincerely,

[Signature]

Jean Hellman Ryan
Director, Institute for Paralegal Studies