

LACANIAN SCHOOL OF PSYCHOANALYSIS

TUITION PAYMENTS AND FINANCIAL ASSISTANCE

For all members

1. Tuition can be paid in full in September, or in installments over the course of the year until the following June.
2. The website is already set up for you to make a payment in full or in installments, <https://www.lacanschool.com/paylspchooltuition>.
3. No special authorization is required for paying a full tuition in installments.
4. At the end of the academic year, in June, LSP's administrator (currently Shanna Carlson de la Torre) will check to make sure that everyone who is paying tuition has made payments totaling to \$2,000. If someone comes up short, they will email the individual to remind them to pay the remaining balance.
5. If despite reminders tuition remains unpaid, the administrator will escalate the matter with the Board.
6. It is a member's responsibility to keep a written record of their tuition payments.

For members with exceptional cases, extreme hardship, or living in countries with different wages and costs of living

1. After discussing your situation with your advisor and coming up with a plan you should directly address any request for tuition assistance to the Board. Such request needs to be sent to the Treasurer (currently Joseph Scalia III) detailing your circumstances and with a suggestion of the amount you can reasonably pay as a symbolic contribution towards your tuition.
2. The Treasurer will share your email with the rest of the Board, and the Board will discuss your request at one of their following meetings (anywhere from 1-2 months from when you submit your request).
3. After meeting, the Board will respond to your request via the Treasurer within two weeks.
4. Please note that tuition assistance requests should be submitted each year in which you seek tuition assistance.
5. It is your responsibility to keep a written record of your payments as well as the exceptions granted by the Board.