



FACT This application must be received by March 28, 2008, but positions are usually filled sooner.

Volunteer Scholarship Application

The American Immigration Lawyers Association is pleased to make available a limited number of full conference scholarships to paralegals/legal assistants of AILA members and full-time law students in exchange for volunteer assistance at the 2008 AILA Annual Conference on Immigration Law.

The Scholarship Includes

- Registration to attend educational sessions at the conference.
- Course Handbook, 2008–09 Immigration and Nationality Law
- Admission to the President's Reception, YLD Reception, and the AILA Saturday Night Party with full conference registration. (Volunteers may be asked to "work" at these events.)

To Be Eligible

- Volunteers are required to attend an ORIENTATION MEETING on Wednesday afternoon, June 25th, time and place to be announced.
- Volunteers must contribute their services for an estimated 3 periods of 4 to 6 hours each during the conference. Some persons work fewer hours but more shifts (to assist with monitoring sessions, ushering, admissions, and other administrative or clerical duties).
- Volunteers who work for an AILA member must have the AILA's member signature on the form guaranteeing payment of registration fee if you fail to fulfill your volunteer hours and fail to remit payment to AILA for the registration fee (at the early bird rate). Selection of volunteers and the assignment of times for volunteers are solely within the discretion of AILA, but we will attempt to accommodate specific requests.

Please return your application as soon as possible. The deadline to receive completed applications is March 28, 2008; however, positions are usually filled sooner. One volunteer per law firm please.

Questions may also be e-mailed to conferences@aila.org (no phone calls please).

Applications for volunteer scholarships and/or any questions should be mailed to:

Volunteer Scholarship/AILA Annual Conference
918 F Street, NW
Washington, DC 20004
 or fax to 202-783-7853

Volunteer Contact Information

Volunteer Name _____

Firm _____

Address _____

City _____

State _____

Zip _____

Country _____

Daytime Phone _____

Fax Number _____

E-mail Address _____

Eligibility (check and complete one)

I am a legal assistant/paralegal employed by the law offices of an AILA member

Member's Name (please print) _____

AILA Member Number _____

I am a full-time law student (Must provide letter from school Dean certifying full-time status)

Commitment

I understand that if I am granted a scholarship to the 2008 AILA Annual Conference, I will be **required** to attend an orientation meeting prior to the conference on Wednesday afternoon, June 25 (time and location TBA) and to assist as directed with the conference administration for an estimated three (3) periods of 4 to 6 hours each as assigned by AILA.

Have you volunteered at previous AILA conferences Yes No

Preferred area of law if assigned to sessions: _____

I hereby apply for a scholarship to the 2008 AILA Annual Conference, thus making the commitment indicated above. I understand that the scholarship grant and assignment of volunteer times is solely within the discretion of AILA. I hereby agree that in consideration for the waiver of the registration fee for my volunteering, should I fail to volunteer at the times/dates assigned to me, I will immediately remit payment to AILA for the full registration fee for the conference at the early bird rate.

Signature _____

Date _____

I hereby verify that I fully understand that my staff member, _____, has applied for a volunteer scholarship for the AILA Annual Conference 2008 and that he/she will be required to volunteer for certain time frames throughout the conference. I hereby agree that if he/she fails to fulfill his/her assignments and fails to remit payment to AILA for the registration fee at the early bird rate for failure to fulfill volunteer requirements, that I will remit payment to AILA for his/her registration fee at the early bird rate.

Member's Signature _____

Date _____