

# SYRACUSE LAW

Office of Admissions and Financial Aid

## Cost of Attendance Adjustment Request for Laptop Purchase

Syracuse University College of Law requires all law students to own a laptop computer. You may need to utilize personal financial resources for the purchase of a computer **before** Orientation if you do not own a laptop computer or if your current laptop computer does not meet the required specifications (see reverse). **Early educational loan disbursements are not available for the purchase of your computer before Orientation.** All financial aid, including student loans, is disbursed at the beginning of each semester and will not be available to students until 5-10 business days after the first day of class.

The standard cost of attendance for the academic year does not include the cost of purchasing a new laptop computer. However, personal expenses within the cost of attendance components have proven to vary from student to student and you may not need to borrow additional student loans in excess to cover the purchase of your computer. *Students are strongly encouraged to minimize educational loan debt by utilizing personal resources and reducing expenses whenever possible.*

The maximum **one-time** budget adjustment for the computer purchase is **\$1,700**. To request a computer budget adjustment please complete the section below and attach receipts, as proof of purchase, to verify the cost you incurred to purchase a computer.

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**I have purchased a new laptop computer and request a budget adjustment of: \$ \_\_\_\_\_**

(Please attach a scanned or copied receipt as proof of purchase to document your request)

Student Name: \_\_\_\_\_

Syracuse University ID Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

**Please mail this form to:**

Syracuse Law Office of Financial Aid  
Dineen Hall, Cole Suite 100  
Syracuse, NY 13244

**Or send this information via email to:**

financialaid@law.syr.edu

Budget adjustment approvals are at the discretion of the Director of Financial Aid and upon approval will be reflected in your maximum loan eligibility. To qualify for a budget adjustment, computer purchases must be made by entering law students after May 1.

Please contact the College of Law Office of Financial Aid at (315) 443-1962 or via email at financialaid@law.syr.edu if you have questions regarding the budget.

SYRACUSE UNIVERSITY  
**COLLEGE OF LAW**

Dineen Hall | 950 Irving Avenue | Syracuse, New York 13244

## Syracuse University College of Law Information Technology and Support Services

The Information Technology and Support Services (ITSS) department provides computer and technical support for the College of Law students, faculty, and staff. ITSS also provides photocopying and mail services.

### **Laptop Computer Requirement**

Syracuse University College of Law (COL) **requires students to have a laptop computer and to keep it in good working order.** Students often use laptops in the classroom and AirOrangeX, Syracuse University's wireless network, is available throughout the COL. You will use your laptop heavily throughout your law school career. ExamSoft's SofTest software is used in many exams at the COL, and you'll use your laptop for this process also.

While tablet devices running Apple iOS or Google Android are useful for law students, they do not meet the laptop computer requirement.

### **Computer Skills**

Computer skills are essential in the legal profession. At the COL, you will receive training as a first year student in the web-based versions of Westlaw, Lexis, and Bloomberg research tools. You'll also need to be familiar with Microsoft Office, which includes Word, Excel and PowerPoint, as well as internet browsers, and email.

### **Recommended Laptop Configuration**

The Syracuse University Bookstore can provide you with laptop information, including minimum requirements. Any laptop, PC, or Intel-based Mac, purchased within the last two years, will satisfy the COL requirements.

As mentioned above, Microsoft Office is commonly used at the COL, and is available at **no cost** for all matriculated students.

### **Supported Platforms**

Both PCs and Macs, including the latest operating systems (Windows 10 and El Capitan), are supported at the COL. Windows XP, Mac OS X 6 and below, and Linux platforms are **not** supported at the COL.

### **Use of Laptops in the Classrooms**

Laptops may be used anywhere in the COL. Electrical outlets for laptops are available in classrooms, study rooms and the law library. You should obtain approval from your professors regarding the use of a laptop during class time.

While we recognize that many students already use one or more commercial email accounts, your University provided email will be our primary means for email communication with you.