

NEWS FOR

CERTIFIED PARALEGALS



Recertification Reminders

Recertification Requirements

Certified Paralegals must complete a total of 50 hours of continuing legal education (CLE) programs, including a minimum of five hours of legal ethics, and not more than 10 hours of non-substantive, during each five-year recertification period.

All CLE for the recertification period must be entered into the NALA system prior to the certification expiration date.

In order to recertify you **MUST** meet the three Certifying Board requirements listed below, by the certification expiration date:

1. Completion and submission of 50 CLE hours including five hours of legal ethics (and not more than 10 hours of non-substantive)
2. Signed Recertification Affidavit
3. \$125 recertification fee paid to NALA

Recertification Late Fee

Effective January 1, 2023, a \$25 late fee and [Appeal form](#) are required if the Recertification Affidavit is received after the certification expiration date.

If you have met the required 50 hours of CLE, including five hours of legal ethics, and not more than 10 hours of non-substantive credits, the earliest you may recertify is the first day of your

recertification month. For example, if your certification expiration date is 1/31/2023, you may recertify on 1/1/2023 through 1/31/2023. However, if NALA receives your form and fee after 1/31/2023, the \$25 late fee and Appeal form are required.

CP Recertification and Membership Renewal Fees

Certification and Membership are two separate divisions within NALA. Your certification is not dependent upon being a member and vice versa.

Certification occurs every five years and is awarded after successfully passing the Certified Paralegal Exam. It must be maintained by participating in the required continuing legal education along with submitting the recertification fee.

Membership is renewed annually. Being a NALA member provides you with a tremendous amount of [benefits](#) including discounts on online education, products, and conference registration.

One-year Certification Extension

As of January 1, 2019, the automatic one-year extension to meet recertification requirements is **no longer provided** to Certified Paralegals. NALA sends various courtesy reminders via email and mail to all Certified Paralegals prior to the certification expiration date.