

N NALA | THE PARALEGAL
ASSOCIATION

Certification Connection





THE LEADING PARALEGAL ASSOCIATION

About NALA

Our Mission

Equipping paralegals for the challenges of the future through certification, professional development, and advocacy.

Our Vision

Ensuring paralegals are known and valued as an integral part of the legal ecosystem.



*Nearly **21K** paralegals have been NALA certified since 1977!*

Learning Objectives

Benefits of
Certification

Using your
Credential

Disciplinary
Procedures

Revocation

Connect
with Us

Recap

Q & A

Unleashing the Potential of YOUR Credential

Benefits of Being Certified



Worldwide
Recognition



Professional
Development



Increased
Salary



Digital
Badge



Diversity,
Equity, &
Inclusion

CP Certification



Advanced Certification



Using Your Credential Properly

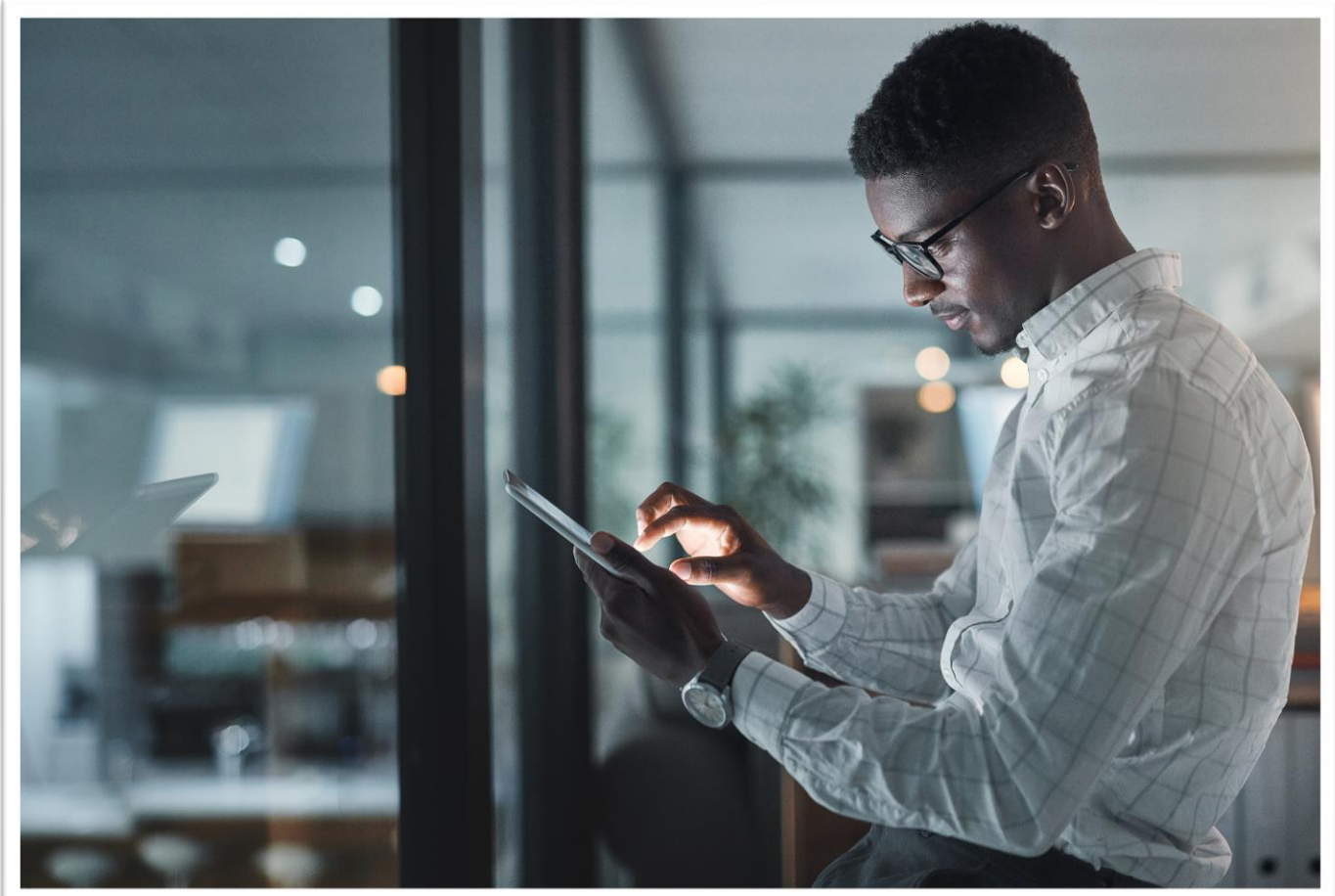
Business Cards & Email Signature



Benjamin Parker, CP
Certified Paralegal
NALA – The Paralegal Association
6450 S Lewis Ave, Ste 250
Tulsa, OK 74136



Digital Badges



Digital Badge Verification - CP



Attributes: Visible

Issued by: NALA - The Paralegal Association

Becoming a NALA Certified Paralegal (CP) means an individual has successfully passed a rigorous examination of the knowledge necessary to be an effective paralegal. The voluntary CP program encourages the growth of the paralegal profession while also providing a proud achievement that comes with a career-long commitment. Established in 1976, the CP credential is key to respect and opportunity throughout the legal profession and is the national professional standard for paralegals.

[Learn more](#)

 Certification

Skills

Paralegal

Paralegal Certificate Program

Paralegal Ethics

Paralegal Studies

Digital Badge Verification - ACP




Attributes: Visible

Issued by: NALA - The Paralegal Association

The distinguished Advanced Certified Paralegal (ACP) credential courses are designed to advance education by learning specific areas of law, rather than just testing current knowledge. Applicants must successfully complete a rigorous course and maintain CP certification. Upon successful completion of the program, ACPs are certified to provide advanced paralegal services and entitled to the use of the designation ACP in connection with paralegal services offered in their specific area of study.

[Learn more](#)

 Certification

 Advanced

Skills

Paralegal

Paralegal Certificate Program

Paralegal Ethics

Paralegal Studies

Trademarks

TYPES OF NALA CREDENTIALS

Certified Paralegal (CP®): Successful completion of both certification exam sections (*Knowledge and Skills*) is required to obtain the CP® credential.



is a certification mark duly registered with the U.S. Patent and Trademark Office (*Regis. No. 2864940*).



is a certification mark duly registered with the U.S. Patent and Trademark Office (*Regis. No. 3048617*).

Advanced Certified Paralegal (ACP®): The distinguished ACP® credential is **only** available to current Certified Paralegals (CP®); however, if the CP Exam is passed within one-year of completing an advanced course, the ACP® credential will be awarded.



is a certification mark duly registered with the U.S. Patent and Trademark Office (*Regis. No. 3406795*).



is a certification mark duly registered with the U.S. Patent and Trademark Office (*Regis. No. 5523401*).

Certification Logos

STANDARD FULL-COLOR



Certification logos should always be featured in their standard full-color design, unless not applicable.

BLACK



If the standard certification logo is not able to be displayed in color, or if it is being displayed on a light background, then the black logos may be used.

WHITE



If the standard certification logo is not able to be displayed in color, or if it is being displayed on a very dark background, then the white logo may be used.

Disciplinary Procedures

Disciplinary Action

Falsified information on any document submitted to the Certifying Board

Been convicted of the unauthorized practice of law since applying for the Certified Paralegal credential.

Failed to meet continuing legal education requirements

Divulged the contents of any examination question

Been convicted of a felony since applying for the Certified Paralegal credential

Failed to notify NALA of updates to their application for the Certified Paralegal credential

Violated the [NALA Code of Ethics and Professional Responsibility](#)

Violated the "[Terms and Conditions of Testing](#)"

Engaged in any other conduct determined by a majority vote of the Certifying Board to be unethical or unprofessional.

Submit a Claim

Filing a complaint.

If any person believes that an Examination candidate or Certified Paralegal has violated any of these standards, click below to submit the Disciplinary Complaint form. The information provided should include documents which substantiate any claim of conviction or improper behavior.



[Disciplinary Complaint Form](#)

These rules establish the procedures that the Disciplinary Committee will follow in investigating and taking action on any charge of violation of any action or conduct described in the [Disciplinary Procedures](#) manual. The Disciplinary Committee's purpose is to assure that such charges are investigated fully and resolved fairly, consistent with the integrity of the Certified Paralegal program.

CP Disciplinary Complaint

CP Disciplinary Complaint

This form is for the submission of a complaint against a NALA Examination candidate or Certified Paralegal/Advanced Certified Paralegal.

Complaint: *(Required)*

Date of Complaint: *(Required)*

- Falsified information on any document submitted to the Certifying Board
- Been convicted of the unauthorized practice of law since applying for the Certified Paralegal credential
- Failed to meet continuing legal education requirements
- Divulged the contents of any examination question
- Been convicted of a felony since applying for the Certified Paralegal credential
- Failed to notify NALA of updates to their application for the Certified Paralegal credential
- Violated the NALA Code of Ethics and Professional Responsibility
- Violated the Certified Paralegal Program Handbook
- Violated the "Terms and Conditions of Testing"
- Engaged in any other conduct determined by a majority vote of the Certifying Board to be unethical or unprofessional

mm/dd/yyyy



Name of Complainant: *(Required)*

First

Last

Address *(Required)*

Revocation of Your Credential

Revocation of Your Credential



Connect With Us



WRITE US AT
CLE@NALA.ORG



CALL US AT
918-587-6828



VISIT OUR WEBSITE AT
WWW.NALA.ORG

Reviewing What You Have Learned

Benefits of Being Certified

Using your Credential
Properly

Disciplinary Procedures

Revocation

Connection

Thank you

