



Certification Connection





THE LEADING PARALEGAL ASSOCIATION

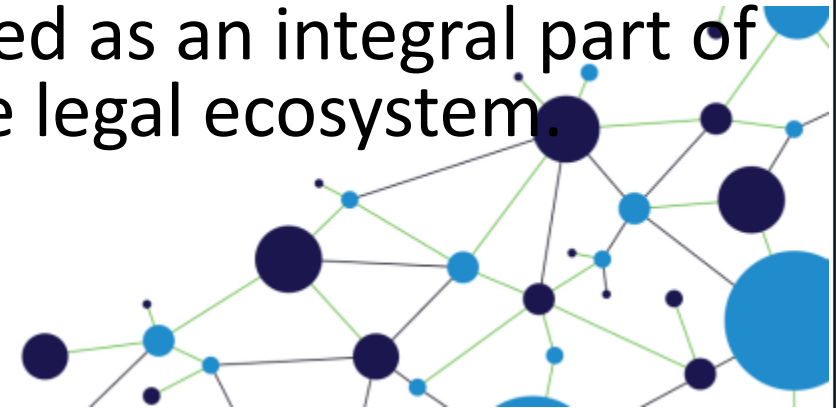
About NALA

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.



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



Current ACP® Courses

Business Organizations – Incorporated Entities **NEWLY UPDATED

Contract Management

Criminal Litigation

Discovery **NEWLY UPDATED

e-Discovery

Family Law – Adoption and Assisted Reproduction

Family Law – Child Custody, Support and Visitation

Family Law – Dissolution Case Management

Family Law – Division of Property and Spousal Support

Land Use

Personal Injury ** NEWLY UPDATED

Real Estate Principles

Trial Practice



Using Your Credential Properly



Business Cards & Email Signature



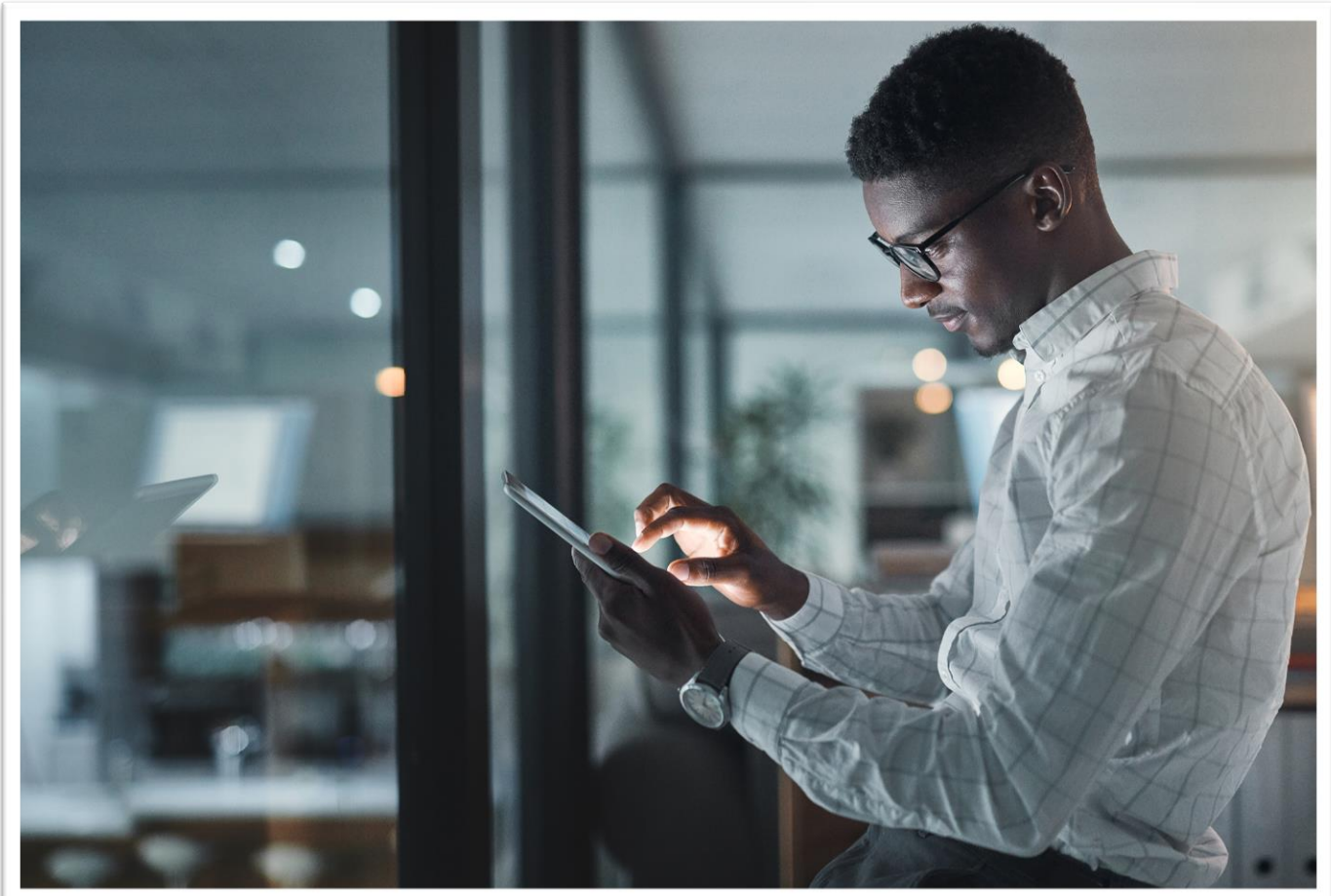
Benjamin Parker, CP
Certified Paralegal
NALA – The Paralegal Association
6450 S Lewis Ave, Ste 250
Tulsa, OK 74136



"CP® is a certification mark of the National Association of Legal Assistants. Its use is permitted only by those who have met and maintained national certification standards."



Digital Badges



Digital Badge Verification – CP®



NALA Certified Paralegal

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 [More...](#)

[Learn more](#)

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

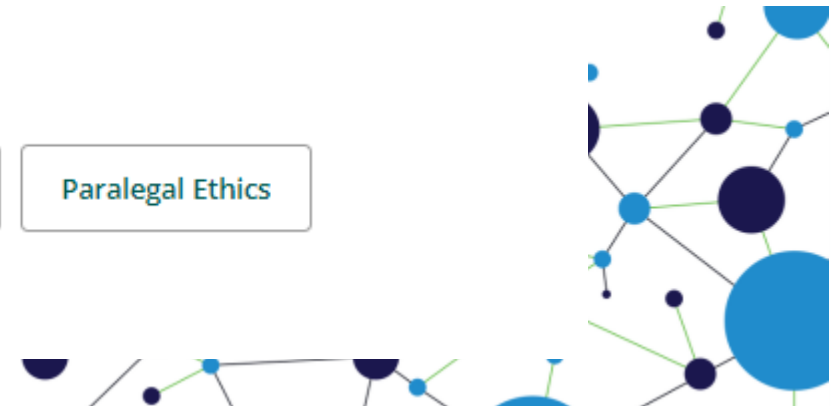
Skills

Paralegal

Paralegal Certificate Program

Paralegal Ethics

Paralegal Studies



Digital Badge Working For You

Share your badge

Broadcast your achievement to friends and colleagues to get the recognition you deserve.



NALA Certified Paralegal


Issued by [NALA - The Paralegal Association](#)

Promote

Share your achievement on social media.

 LinkedIn


 Twitter


 Facebook


 ZipRecruiter


Publish

Send your badge or take it offline.

 Email

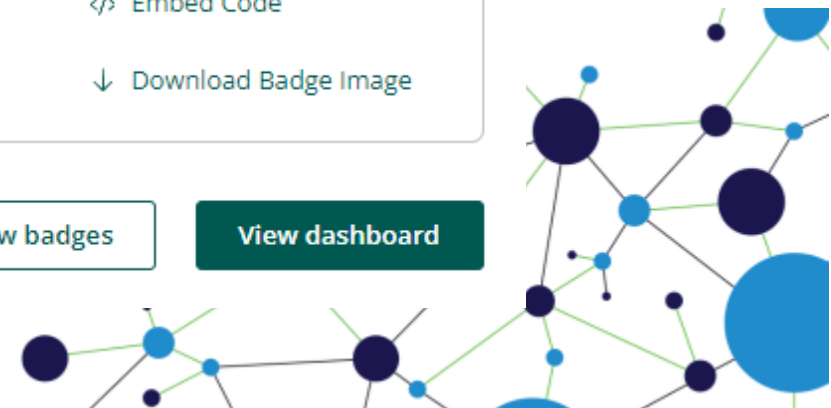
 Embed Code

 Public Link

 Download Badge Image

[View badges](#)

[View dashboard](#)



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.

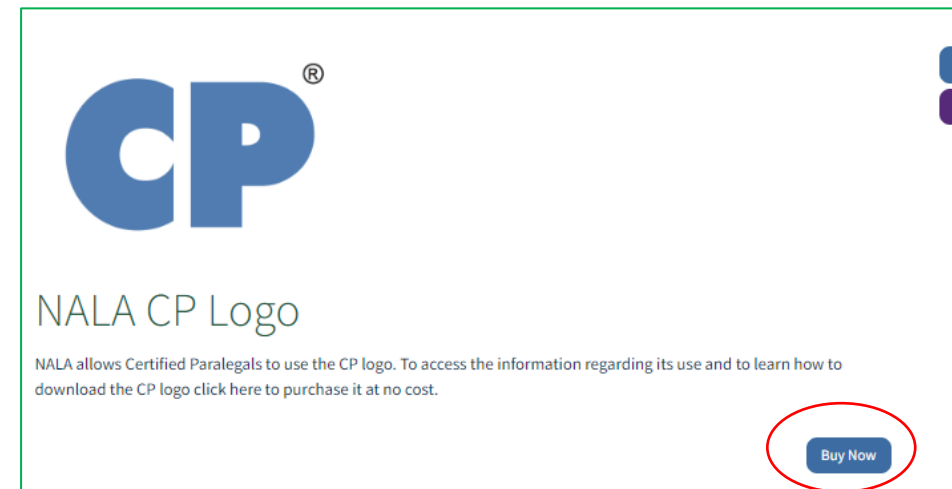
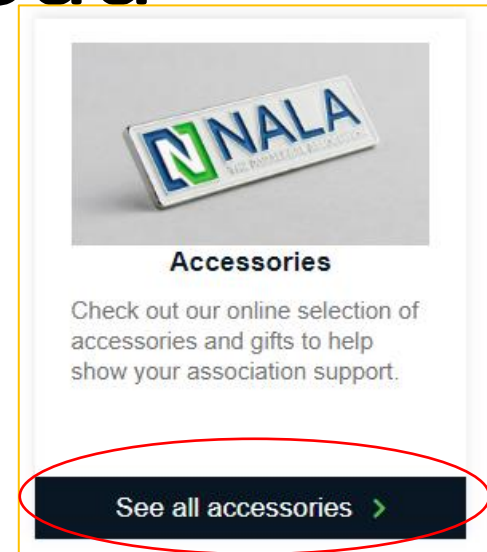
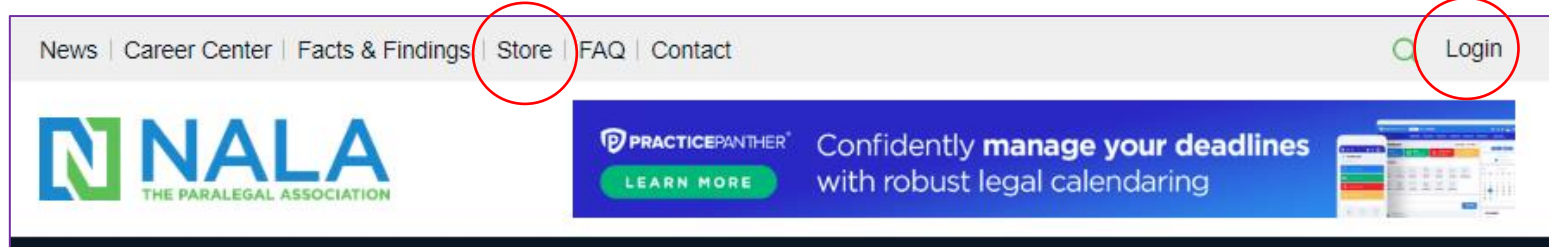
WHITE



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.



Certification Logo Download



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

Unfairly gained exam information by using unauthorized materials or websites during the examination

Provided any assistance to another candidate at any time during the exam preparation or delivery period.



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



Update Your NALA Contact Information

Melody Drew My Profile

Access Certification Information
Access Education Account

★ Overview **Account** Organizations Purchases Requests Tasks

Documents

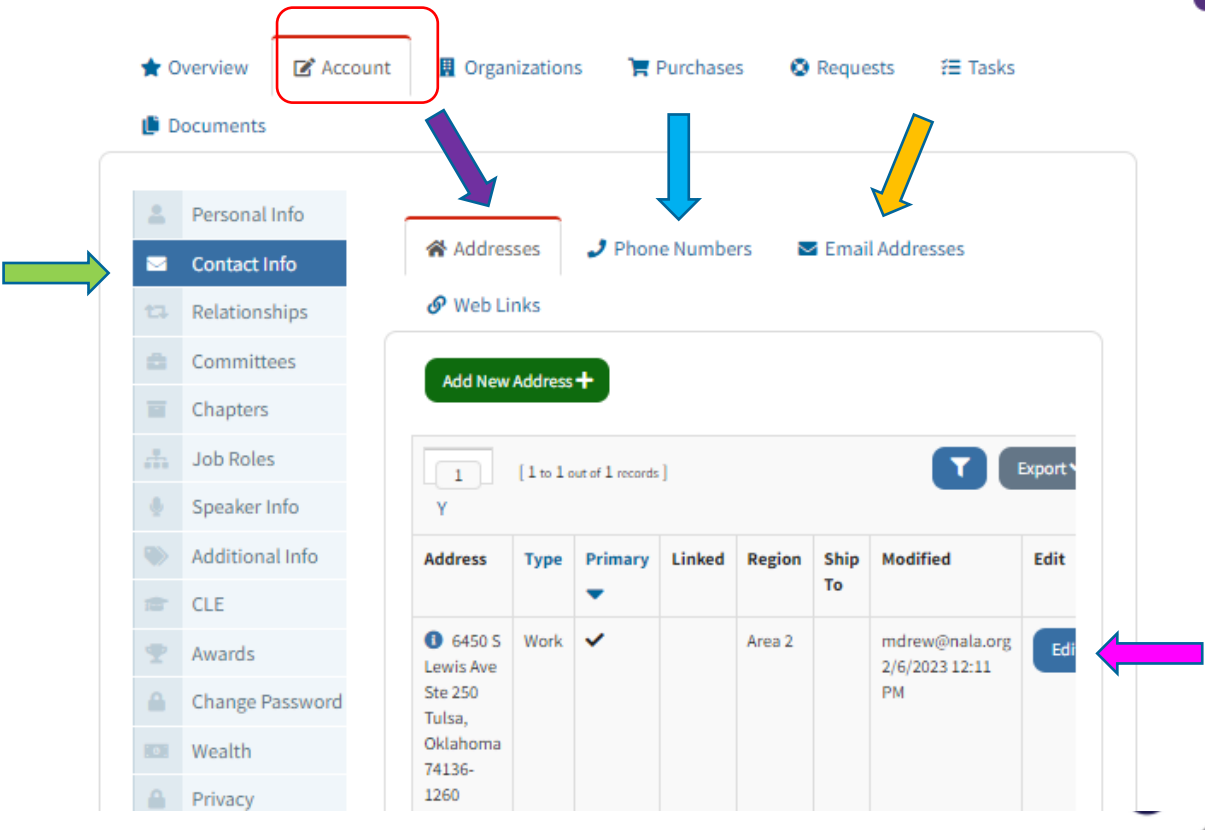
Personal Info **Contact Info** Relationships Committees Chapters Job Roles Speaker Info Additional Info CLE Awards Change Password Wealth Privacy

Addresses Phone Numbers Email Addresses Web Links

Add New Address +

1 [1 to 1 out of 1 records] Y Filter Export

| Address | Type | Primary | Linked | Region | Ship To | Modified | Edit |
|---|------|---------|--------|--------|---------|----------------------------------|------|
| 6450 S Lewis Ave Ste 250 Tulsa, Oklahoma 74136-1260 | Work | ✓ | | Area 2 | | mdrew@nala.org 2/6/2023 12:11 PM | Edit |




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

Update Your Contact Info

Connection



Thank you

