

Legal Assistants/Paralegals of Southern West Virginia
(LAPSWV) www.lapswv.org
Post Office Box 11488 Charleston, West Virginia 25339

2017 LAPSWV CLA/CP SCHOLARSHIP

AWARD RULES AND REGULATIONS

ELIGIBILITY: Applicants must be a LAPSWV member in good standing and meet the NALA eligibility requirements for one (1) of the following categories before applying for the CLA/CP Exam Fee Award:

Category 1:

Graduated from a legal assistant program that is :

- a. Approved by the American bar Association; or
- b. An associate degree program; or
- c. A post-baccalaureate certificate program in legal assistant studies; or
- d. A bachelor's degree program in legal studies; or
- e. A legal assistant program which consists of a minimum of 60 semester hours of which at least 15 semester hours are substantive legal courses.

Category 2:

Possess a bachelor's degree in any field plus one (1) year of experience as a legal assistant. (Successful completion of at least 15 semester hours or substantive legal assistant courses is equivalent to the one (1) year legal experience.)

Category 3:

Possess a high school diploma or equivalent plus seven (7) years experience as a legal assistant, plus a minimum of twenty (20) hours of continuing legal education completed within a two-year period prior to application for the examination.

For more information concerning the CLA/CP exam, you may obtain the NALA publication, "The CLA/CP Program," from the website, www.nala.org or by contacting Rhonda Swartz, First Vice President at firstvicepresident@lapswv.org, or Melanie Hicks, CP, NALA Liaison at nalalialiaison@lapswv.org. Applicants are not required to be NALA members.

Please complete the attached application and submit it by U.S. Mail with a post mark **on or before May 31, 2017** to:

LAPSWV
2017 CLA/CP Exam Award
Post Office Box 11488
Charleston, West Virginia 25339

AWARD: One Scholarship will be awarded annually in an amount up to \$250.00 (NALA Member) or \$275.00 (Non-NALA Member) at the LAPSWV Thirteenth Annual Seminar and Meeting on Friday, June 9, 2017 in Charleston, West Virginia. The scholarship recipient will be notified prior to the meeting and must be present to accept the award. The scholarship fee will be paid directly to NALA, and the recipient will have one (1) year from the date of the award to sit for the exam. The fee will be refunded to LAPSWV if the recipient does not sit for the exam within the one year time requirement.

APPLICATION

Name: _____

E-Mail Address: _____ Telephone: _____

Address: _____
(Street) (City, State) (Zip)

EMPLOYER: _____

EMPLOYERS ADDRESS: _____

NALA Eligibility Category: (circle one) 1 2 3

How long have you been a member of LAPSWV? _____

Describe your participation/involvement with LAPSWV:

Education: In chronological order, beginning with the most recent, list the names and addresses of all schools you have attended, including high school. Mention any degrees/certificates earned and honors/scholarships received, if applicable. (Attach information if appropriate)

Employment: Beginning with the most recent (for the past 10 years only), list the names, addresses and phone numbers of employers, position title, name of supervisors, beginning and ending dates of employment and whether such employment was full or part-time. Attached a copy of your resume, if available.

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