



MEMBERSHIP APPLICATION

Red River Valley Paralegal Association is affiliated with the National Association of Legal Assistants ("NALA"). All members are bound by the NALA Code of Ethics and Professional Responsibility in addition to any code adopted by the association.

The term legal assistant and paralegal are used interchangeably, much like the terms attorney and lawyer. A legal assistant/paralegal is a person qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity who performs specifically delegated substantive legal work for which a lawyer is responsible. (Adopted by the ABA in 1997, adopted by NALA in 2001).

Fostering the utilization, networking, development, and education of paralegals throughout
Eastern, ND and Western, MN.

WHICH MEMBERSHIP IS FOR YOU?

VOTING - membership dues \$60

1. Graduation from an ABA approved legal assistant/paralegal program;
2. Graduation from an institutionally accredited legal assistant/paralegal program with not less than the equivalent of 60 semester hours of classroom study;
3. Successful completion of a national certifying examination which is specifically designed for legal assistants/paralegals and which includes continuing education for maintenance of that certification status;
4. A bachelor's degree in any field, and either one-year employer training training as a legal assistant/paralegal, whose attorney-employer attests such person is a qualified paralegal or 18 semester credit hours of legal assistant/paralegal substantive courses; or
5. Seven (7) years of more of experience working as a legal assistant/paralegal who has been employer trained by and under the supervision of an attorney who attests that such person is qualified as a legal assistant/paralegal.

ASSOCIATE - membership dues \$45

Any individual who is working as a legal assistant/paralegal who has not yet achieved the status of a voting member; or an individual who works in a related area of work (for example, legal assistant manager, nurse consultant, or legal investigator).

STUDENT - membership dues \$20

Any person who is currently enrolled in a course of study for legal assistants/paralegals as a student in good standing in any university, college, or other approved school pursuing a course of studies as a legal assistant/paralegal.

SUSTAINING - membership dues \$75

Any lawyer, law firm, agency, association, educational institution, corporation or other entity interested in supporting the legal assistant/paralegal profession and the Association.

Membership Application - Part I

Please complete the information below. This is required for all applications for RRVPA membership. For Part 2 of the form, please complete the section related to the type of membership for which you are applying.

I hereby apply for the following membership:

Active (\$60) Associate \$45 Student (\$20) Sustaining (\$75)

Name: _____ CLA/CP _____ ACP _____

Employer/University: _____

Preferred Address: Home Office

Preferred Mailing Address: _____

Preferred Phone Number: _____

Preferred Email Address: _____

Are you a NALA Member? Yes No

Referred By: _____

***if a RRVPA member referred you, they will receive a \$10.00 gift card**

I agree to be bound by the Bylaws of RRVPA and NALA Code of Ethics and Professional Responsibility. I further understand that this application is subject to approval by RRVPA.

Dated: _____ Signed: _____

Membership Application - Part 2

BACKGROUND INFORMATION:

How long have you been employed as a paralegal? _____

Total years of legal experience: _____

Formal or specialized education (name and address of school): _____

Date of graduation: _____ If Certified Paralegal, date of completion: _____

Check the most appropriate description of your employer: Private law office consisting of:

_____ Law department; nonprofit organization _____ number of attorneys

_____ Judicial agency; court; government _____ number of paralegals

_____ Corporate law department _____ number of non-legal staff

Area of Practice: _____

****Circle which qualification for voting membership you are applying under (see page 2). 1 2 3 4 5**

ATTORNEY/EMPLOYER ATTESTATION:

***Note: This section must be completed by applicants qualifying for voting membership under number 4 or 5 only.**

I hereby attest that _____ is employed by me and meets the qualifications for voting membership in RRVPA as listed under voting membership requirement number _____.

Dated: _____ Signed: _____

Name of attorney/employer (please print): _____

All RRVPA members are asked to select a committee(s) on which to serve to assist the Association in meeting its objectives. Please put a check mark by one committee that you would like to join for the membership year. If you do not choose a committee, you may be assigned to one as needed.

- _____ Education Programs
 - * Assist with planning and implementing Lunch & Learns and other educational programs.
- _____ Outreach
 - * Plan and organize various volunteer and social events in the community.
- _____ Membership
 - * Develop and assist with programs and events to encourage membership and assist with membership drive.
- _____ Finance and Audit Committee
 - * Audit the Treasurer's books at the close of the fiscal year, plan a budget, and assist with sponsorship drive.
- _____ Public Relations
 - * Assist in drafting newsletters and promotional publications; update website and other media forums.
- _____ Mentor Program
 - * Be a Mentor for the program and match mentor and mentee participants.

Please mail this application form and your check, payable to RRVPA, for the dues indicated above to:

**RRVPA
P.O. Box 10606
Fargo, ND 58106**

**THANK YOU AND WE LOOK FORWARD TO
HAVING YOU AS A MEMBER OF RRVPA!**