

4 Certification

The applicant certifies to the North Carolina Bar Association that such applicant (i) is not a convicted felon; (ii) has not been convicted in any state or federal court of any crime involving or related to a charge of moral turpitude; (iii) has not been the subject of and reprimanded or otherwise censured in any disciplinary or other similar proceeding involving such applicant's business affairs or other conduct involving the public; (iv) has not had a professional business license granted to such applicant by the State of North Carolina, any other state, the federal government or an agency of any of the foregoing revoked or suspended for breach of ethics or a charge relating to the character or personal fitness of such applicant; and (v) is otherwise mentally and morally fit to participate in the North Carolina Bar Association.

I have read the "Definition of a Paralegal" as stated above, and I qualify as a paralegal. I agree to be bound by the code of ethics and professional responsibility and the disciplinary procedures established by the Paralegal Division. I understand that my application is subject to approval by the Board of Governors of the North Carolina Bar Association, and my affiliation with a section may be subject to approval by the section.

Signature: _____

Date: ____/____/____

Sworn to and subscribed before me this the ____ day
of _____, _____.

(Notary Public)

My Commission Expires: ____/____/____

(Official Seal)

5 Sponsoring Attorney Verification

(For regular members only)

I have read the "Definition of a Paralegal" as herein stated and I hereby verify that (a) I am a member in good standing of the North Carolina Bar Association, (b) _____, the Applicant, qualifies as a paralegal as defined by the North Carolina Bar Association and (c) the Applicant is either employed by me, my law firm or the governmental agency or business entity that employs me: (all categories must be checked by attorney for application to be complete.)

____ (1) that the Applicant is a person, qualified through education and work experience, who is employed as an employee and not as an independent contractor, on a full-time basis or substantially on a full-time basis (at least 800 hours annually) by either one attorney, a single law firm, one governmental agency or one other business entity in a capacity or function that involves the performance of a substantial amount of specifically delegated substantive legal work, which for the most part, requires a sufficient knowledge of legal concepts that, absent such person doing the work, would be performed by an attorney; **AND**

____ (2) that the performance of legal work is under the actual direction and supervision of an attorney who is licensed to practice law anywhere and who has ultimate responsibility and accountability for such person's work; **AND**

____ (3) that the supervising attorney is the attorney who employs the Applicant, if the Applicant is employed by a solo practitioner, or if the Applicant is employed by a law firm, a governmental agency or other business entity, the performance of legal work is under the actual direction and supervision of an attorney who is either a partner, member, shareholder or employee of the law firm, if the Applicant is employed by a law firm, or an attorney who is an employee of the governmental agency or other business entity, if the Applicant is employed by a governmental agency or other business entity.

Sponsoring Attorney: _____

Date of Verification: ____/____/____

Attorney's Signature: _____

NCBA #: _____ State Bar #: _____

6 SECTION AFFILIATION DUES

(Check those you wish to join and add the section dues to the Basic dues)

- Administrative Law\$35
- Antitrust & Trade Regulation\$40
- Bankruptcy\$45
- Business Law\$45
- Constitutional Rights & Responsibilities\$45
- Construction Law\$40
- Corporate Counsel\$45
(affiliation limited to paralegals employed/supervised by in-house counsel)
- Criminal Justice\$35
- Dispute Resolution\$40
- Education Law\$35
- Elder Law\$45
- Environment, Energy & Natural Resources\$40
- Estate Planning & Fiduciary Law\$40
- Family Law\$45
- GP, Small Firm & Solo\$40
- Government & Public Sector\$35
- Health Law\$40
- Intellectual Property Law\$45
- International Law & Practice\$40
- Juvenile Justice & Children's Rights\$35
- Labor & Employment Law\$35
- Law Practice Management\$45
- Litigation\$40
- Real Property\$45
- Sports & Entertainment\$40
- Tax\$40
- Workers' Compensation\$40
- Zoning, Planning & Land Use\$40

*Nonlawyer affiliate members may join. Please see section application for specific affiliate information.

7 Payment

This application expires June 30, 2010. Membership year July 1, 2009 to June 30, 2010. Dues are not prorated. Applicants who join after April 1 have valid membership through the following fiscal year.

Basic Dues	\$ 50.00
Section Dues	\$ _____
<i>(Total from Section 6)</i>	
TOTAL AMOUNT ENCLOSED	\$ _____

PAYMENT METHOD: (check one)

- Check (make payable to the NCBA)
 - Credit Card: Visa MasterCard Amex
- Card #: _____
- Exp. Date: _____
- Signature: _____

PARALEGAL DIVISION

NORTH CAROLINA BAR ASSOCIATION



PARALEGAL DIVISION APPLICATION

You must be sponsored and employed by an attorney who is licensed to practice law anywhere and is a member in good standing of the North Carolina Bar Association.

Pursuant to the Revenue Act of 1987, we are required to advise you that contributions or gifts to the N.C. Bar Association are not deductible as charitable contributions for federal income tax purposes. However, Association and Section dues payments are deductible as an ordinary and necessary business expense.

Definition of a Paralegal

A paralegal is a person, qualified through education and work experience, who performs a substantial amount of specifically delegated substantive legal work, which work, for the most part, requires a sufficient knowledge of legal concepts that, absent such a person doing the work, an attorney would perform the task; the performance of legal work to be under the actual direction and supervision of an attorney who is licensed to practice law anywhere and who has ultimate responsibility and accountability for such person's work. The supervising attorney to be the attorney who employs such person, if such person is employed by one attorney, or if such person is employed by a law firm, a governmental agency, or other business entity, the performance of legal work to be under the actual direction and supervision of an attorney who is either a partner, member, shareholder, or employee of the law firm, if such person is employed by a law firm, or an attorney who is an employee of the governmental agency or other business entity, if such person is employed by a governmental agency or other business entity. *Acceptance for affiliate status as a paralegal in the North Carolina Bar Association will not grant certified paralegal (CLA, CP or NCCP) status to the applicant or any other certification or specialty which may be applied for through other state or national organizations.*

1 Name & Contact Information

Mr. Ms. Other: _____

Applicant Name: _____

Firm/Employer: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

County: _____

Street Address: _____

City: _____ State: _____ Zip: _____

County: _____

Home Address: _____

City: _____ State: _____ Zip: _____

County: _____

Office Phone: _____

Office Fax: _____

E-Mail: _____

Date of Birth: _____

Supervising Attorney: _____

Attorney's NCBA #: _____

2 Gender & Race/Ethnicity (optional)

For demographic purposes only, please identify your gender and race/ethnicity below:

Female Male

African-American Hispanic

Asian-American Native American

Caucasian Other _____

3 Eligibility Requirements - REGULAR MEMBERSHIP

I hereby apply for affiliation as a paralegal in the North Carolina Bar Association and membership in the Paralegal Division. I hereby certify that I am employed as a paralegal and not as an independent contractor, that I work under the direct supervision of a duly licensed attorney at all times, and that I qualify under the category checked below. I consent to the Association contacting my present and/or former supervising attorney(s) for verification of clarification of my qualification for affiliation, and I understand that if any information submitted in the application is false it will be grounds for denial of my application or suspension/termination of affiliation as a paralegal in the Association.

To be eligible for affiliation as a Regular Member in the Paralegal Division of the North Carolina Bar Association, you must have satisfied one of the following requirements (please check the appropriate category):

- a. Successful completion of the voluntary certification examination given by the National Association of Legal Assistants, Inc. PLUS one (1) year of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- b. A Bachelor of Arts or Bachelor of Science or higher degree from a state or nationally accredited four year institution of higher education PLUS one (1) year of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- c. Successful completion of:
(1) (1) an ABA-accredited program of education and training for paralegals PLUS one (1) year of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
(2) completion of a paralegals' program sponsored by a community college or other institution offering a post-secondary degree that consists of not less than eighteen (18) semester hours of substantive legal courses PLUS sixty (60) semester hours of general post-secondary courses of education PLUS one (1) year of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- d. A minimum of three (3) consecutive years of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- e. Achievement of the North Carolina Certified Paralegal ("NCCP") designation offered by the North Carolina State Bar PLUS one (1) year of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney.

Eligibility Requirements - PROVISIONAL MEMBERSHIP

I hereby apply for affiliation as a provisional member of the Paralegal Division of the North Carolina Bar Association. I hereby certify that I work under the direct supervision of a duly licensed attorney at all times when I am working, and that I qualify under the category checked below. I consent to the Association contacting my present and/or former supervising attorney(s), if any, for verification of clarification of my qualification for affiliation, and I understand that if any information submitted in the application is false it will be grounds for denial of my application or suspension/termination of affiliation as a paralegal in the Association.

To be eligible for affiliation as a Provisional Member in the Paralegal Division of the North Carolina Bar Association, you must have satisfied one of the following requirements (please check the appropriate category):

- a. Successful completion of the voluntary certification examination given by the National Association of Legal Assistants, Inc. AND are currently employed but have been employed less than one (1) year as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- b. A Bachelor of Arts or Bachelor of Science or higher degree from a state or nationally accredited four year institution of higher education AND are currently employed but have been employed less than one (1) year as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- c. Successful completion of an ABA-accredited program of education and training for paralegals AND are currently employed but have been employed less than one (1) year as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- d. Successful completion of a paralegal or paralegals studies approved by the House of Delegates of the American Bar Association, or that offers at least the equivalent of eighteen (18) semester credits of coursework in paralegal studies as prescribed by the American Bar Association Guidelines for the Approval of Paralegal Education and is an institutional member of the Southern Association of Colleges and Schools or other regional accrediting agency recognized by the United States Department of Education AND are currently employed but have been employed less than one (1) year as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- e. Are currently employed but have less than three (3) years of employment experience as a paralegal as defined by the North Carolina Bar Association under the direct supervision of a duly licensed attorney; **OR**
- f. Achievement of the North Carolina Certified Paralegal ("NCCP") designation offered by the North Carolina State Bar AND inability to qualify for Regular Membership.