

EDUCATION

SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS
P. O. Box 9848, Bowling Green, Kentucky 42102

MEMBERSHIP APPLICATION

TYPE OF MEMBERSHIP: ___ ACTIVE ___ ASSOCIATE ___ STUDENT ___ SUSTAINING

(SEE ATTACHED QUALIFICATIONS)

FEES: ACTIVE \$35.00 / ASSOCIATE \$35.00 / STUDENT \$10.00 / SUSTAINING MEMBERS \$50.00 (MINIMUM)

SPONSORING MEMBER (if any) _____

NAME: _____

EMPLOYER: _____

ADDRESS: _____

E-MAIL ADDRESS: _____

WORK PHONE: _____ **DATE OF BIRTH:** _____

HOME ADDRESS: _____

HOME PHONE: _____ **CELL PHONE:** _____

HOW LONG EMPLOYED AT CURRENT POSITION: _____

JOB TITLE: _____

AREAS OF LAW OF PRIMARY RESPONSIBILITY: _____

SPECIFIC JOB DUTIES: _____

(ACTIVE STATUS APPLICANTS LIST NON-CLERICAL DUTIES)

***HOW LONG EMPLOYED AS PARALEGAL:** _____

OTHER LEGAL RELATED WORK EXPERIENCE: _____

EDUCATION: (PLEASE LIST ALL EDUCATION AFTER HIGH SCHOOL FOR PURPOSES OF VERIFICATION, PLEASE LIST OTHER NAMES USED IN SCHOOL. IF APPLYING FOR STUDENT MEMBERSHIP, PLEASE LIST NAME OF PROGRAM CURRENTLY ENROLLED IN AND EXPECTED DATE OF GRADUATION.)

OTHER TRAINING: _____

CURRENT PROFESSIONAL OR BUSINESS ORGANIZATION MEMBERSHIPS:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? _____

SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS HAS ADOPTED THE KENTUCKY PARALEGAL ASSOCIATION'S PARALEGAL PROFESSIONAL STANDARDS OF CONDUCT. I AGREE TO BE BOUND BY SAID PARALEGAL PROFESSIONAL STANDARDS OF CONDUCT.

I FURTHER UNDERSTAND THAT THIS APPLICATION IS SUBJECT TO APPROVAL BY THE SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS AND IS SUBJECT TO MEMBERSHIP COMMITTEE VERIFICATION OF EDUCATION AND EXPERIENCE

DATE: _____ **SIGNATURE:** _____

ATTORNEY/EMPLOYER ATTESTATION:

NOTE; THIS SECTION MUST BE COMPLETED BY ALL APPLICANTS QUALIFYING UNDER REQUIREMENT NUMBER 6, 7, OR 8 OF THE ATTACHED MEMBERSHIP QUALIFICATIONS. ACTIVE MEMBERSHIP REQUIRES MAJORITY OF DUTIES TO BE OF A PARALEGAL (NON-CLERICAL) NATURE.

I HEREBY ATTEST THAT _____ IS EMPLOYED BY ME AND MEETS THE QUALIFICATIONS FOR ACTIVE MEMBERSHIP IN THE SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS AS SET FORTH IN ITEM OF THE ATTACHED MEMBERSHIP QUALIFICATIONS.

DATE: _____ **SIGNATURE:** _____

'SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS' DEFINITION OF 'PARALEGAL'*: Individual working under the direct supervision of a licensed attorney and who through formal education, training and/or experience has knowledge and expertise regarding the legal system and substantive and procedural law and performs work customarily, but not exclusively, performed by a lawyer.

SOUTHERN KENTUCKY ASSOCIATION OF PARALEGALS

MEMBERSHIP QUALIFICATIONS

Pursuant to the Bylaws of the Southern Kentucky Association of Paralegals, the qualifications for membership are as follows:

Active Membership. Active Membership is open to any individual who at the time of application for membership meets at least one of the following requirements and is currently employed as a paralegal performing substantial paralegal duties (non-clerical) under the supervision and direction of a licensed attorney. This is the only membership class carrying full voting privileges. Active members are also the only members who may serve as Association officers, members of the Board of Directors, or committee chairs.

- 1) Any individual who is a current member and in good standing of the Kentucky Paralegal Association; or**
- 2) Any individual who has earned the distinction of Certified Kentucky Paralegal (CKP) and is in good standing; or**
- 3) Any individual who has graduated from an ABA approved program of study for paralegals; or**
- 4) Any individual who has graduated from a course of study for paralegals which is institutionally accredited but not ABA approved, and which requires not less than the equivalent of 60 semester hours of classroom study; or**
- 5) Any individual who has graduated from a course of study for paralegals other than those set forth above, plus not less than one year of in-house training as a paralegal, performing substantial paralegal duties under the supervision and direction of a licensed attorney, whose attorney employer attests that such person is qualified as a paralegal; or**
- 6) Any individual who has received a bachelor's or associate's degree in any field, plus not less than one year in-house training as a paralegal, performing substantial paralegal duties under the supervision and direction of a licensed attorney, whose attorney employer attests that such person is qualified as a paralegal; or**
- 7) Any individual who has a minimum of three years of law-related experience under the supervision of an attorney, including at least one year in-house training as a paralegal, whose attorney employer attests that such person is qualified as a paralegal; or**

8) Any individual who has a minimum of two years of in-house training as a paralegal, whose attorney employer attests that such person is qualified as a paralegal.

9) Any individual who has previously served as an Association officer, member of the Board of Directors, or committee chair and has five (5) or more years of legal experience. (Individuals in this category shall be exempt from the current employment criteria).

Associate Membership. Associate Membership is open to any individual who at the time of application for membership meets at least one of the following requirements. Any associate member may, upon satisfaction of the requirements for active membership, become an active member.

- 1) Any individual who has been employed as a paralegal or performing substantial paralegal duties under the supervision and direction of a licensed attorney, but who is not currently so employed; or**
- 2) Any individual who has graduated from a paralegal program but not yet employed as a paralegal or performing substantial paralegal duties under the supervision and direction of a licensed attorney; or**
- 3) Any individual who is employed as a paralegal or performing substantial paralegal duties under the supervision and direction of a licensed attorney but does not meet the criteria to become an active member.**

Student Membership. Student Membership is open to any individual who at the time of application for membership is enrolled in an ABA approved paralegal training program or a traditional college paralegal training program. Student members shall not be entitled to vote in elections and on matters presented to the membership and shall not be eligible to serve as Association officers, members of the Board of Directors, or committee chairs.

Sustaining Membership. Sustaining membership is available to individuals, law firms, corporations, and paralegal program representatives who endorse the paralegal concept or are actively involved in the promotion of the paralegal profession who contribute dues in a minimum amount as determined by the Board of Directors. Sustaining members shall not be entitled to vote in elections and on matters presented to the membership and shall not be eligible to serve as Association officers, members of the Board of Directors, or committee chairs.