

Associate Member Application Form

The College of the State Bar of Texas

Eligibility: Paralegals are entitled to join the College as Associate members. Please check the requirements and definition below determine your eligibility.

Application Information:

1. _____
Your name as you would like it to appear on your certificate
2. _____
Mailing address: street, city, state, Zip
3. _____
Telephone number and fax number
4. _____
Email address
5. _____
Paralegal Division Membership Number, if applicable
6. _____
Name and Bar Card number of supervising attorney

Education requirement: Please attach to this application a listing of the courses you have attended, showing (1) the title of the program, (2) the name of the organization sponsoring the program, (3) the names and firms of the speakers on the program, (4) a one-line description of the program, (5) the date of the program, (6) the length of the program rounded to the nearest quarter hour, and (7) the number of hours you were actually in attendance at the program.

Certification of Applicant: I certify that I have read the membership requirements on the reverse, that I attended the CLE hours shown on the attached statement, and that I meet all the qualifications of membership as defined on the reverse.

7. _____
Signature of applicant

Certification of Supervising Attorney: I certify that applicant denoted above performs services for me as a paralegal, as defined below, and that the applicant is of good moral character.

8. _____
Signature of supervising attorney

Initial Membership Fee: If you are a member in good standing of the Paralegal Division, State Bar of Texas, please attach your check for \$25 payable to the College of the State Bar of Texas. If you are not a member of the Paralegal Division but meet all the requirements of membership, please attach your check for \$45 payable to the College of the State Bar of Texas.

Regulations Regarding Associate Members of the College of the State Bar of Texas

I. Purpose. In delivering the highest quality legal services to clients, the lawyer-paralegal team is an essential element. As the law develops, continuing legal education for paralegals is as important as it is for lawyers. Through associate member status, the College honors paralegals that make a commitment to maintain and enhance their professional skills through attending an extraordinary amount of continuing legal education hours. Requirements and benefits for associate members are the same as for lawyer members of the College except as set forth below.

II. Membership Requirements for Associate Members. A paralegal may become, or may maintain his or her status as, an associate member of the College by (1) completing twelve (12) hours of accredited CLE in the preceding calendar year which must include two (2) hours of ethics, (2) paying the required fee, (3) submitting an application form on which a licensed Texas attorney verifies the applicant's good character and qualifications as a paralegal, and (4) submitting a report identifying the sponsor of the CLE programs attended, the specific topics included, the names and firms of speakers on the programs.

Accredited CLE may include up to 3 hours teaching credit (with no carryover hours) and 2 hours of self-study (1 hour can be ethics). An Associate Member may carryover up to 6 hours of accredited CLE to the next calendar year.

III. Definition of a Paralegal. A paralegal is a person, qualified through various combinations of education, training, or work experience, who is employed or engaged by a lawyer, law office, governmental agency, or other entity in a capacity or function which involves the performance, under the ultimate direction and supervision of a licensed attorney, of specifically delegated substantive legal work which work, for the most part, requires a sufficient knowledge of legal principles and procedures that, absent such a person, an attorney would be required to perform the task.

IV. Approval of Courses, Videotapes and Audiotapes. The Paralegal Division of the State Bar of Texas shall review all reports submitted by initial or maintaining membership and shall approve the courses identified as to their appropriateness for the continuing legal education of paralegals. All submissions accredited for attorney CLE by the Minimum Continuing Legal Education Department of the State Bar of Texas shall be deemed approved.

V. Fees. The fee for initial members shall be \$25 for members in good standing of the Paralegal Division of the State Bar of Texas and \$45 for other paralegals. The annual fee for all maintaining members shall be \$45.

