



LG02 Lincoln House, 1-3 Brixton Road, London SW9 6DE  
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0845 862 7000

## Application Form B – Exemptions 2014/2015

NALP will consider applications for exemption based on completion of qualifications that are **not** listed in the NALP Exemptions table in Form B but are set at the same or a higher level and with substantially similar content (minimum 75%) to that of NALP units.

If you have a non-qualifying law degree, or similar recognised qualification with sufficient legal content (minimum 75% coverage of the content of NALP Units), please complete this application form and return it to NALP with the required documentation and £75.00 administration fee. This fee is non-refundable. A full transcript showing the modules you achieved and a detailed syllabus of your qualification must be submitted with your exemption application.

If NALP approves you're your qualification for exemption, there will be a fee of £45.00 for the Level 3 units and £75.00 for Level 4 units (between 1<sup>st</sup> January 2014 and 1<sup>st</sup> January 2015).

Please complete all sections of this application form, and ensure you enclose the required supporting documents with your application. **Incomplete applications will be returned.**

### 1. Your contact details

NALP Membership Number:

Title:

Surname:

Forenames:

Address:

Preferred daytime telephone number:

Email:

## 2. Details of your qualification

Qualification full title (as shown on your certificate):

Qualifications awarded by:

Date qualification awarded:

**3. Details of exemption applied for:** applications for exemption may be made from one or more units of the NALP professional qualifications.

NALP Level 3 units – please select the Level 3 units from which you are applying for exemption:

UNIT No.	TITLE	SELECT
UNIT 30	Introduction to Law for Paralegals	
UNIT 31	Legal Ethics and Responsibilities for Paralegals	
UNIT 32	Wills and Succession for Paralegals	
UNIT 33	Civil Litigation for Paralegals	
UNIT 34	Criminal Litigation for Paralegals	
UNIT 35	Commercial Law for Paralegals	
UNIT 36	Conveyancing for Paralegals	
UNIT 37	Employment Law and Practice for Paralegals	
UNIT 38	Consumer Rights and Remedies for Paralegals	

NALP Level 4 Units – please select the Level 4 units from which you are applying for exemption:

UNIT No:	TITLE	SELECT
UNIT 1	Introduction	
UNIT 2	The Law of Contract	
UNIT 3	The Law of Tort	
UNIT 4	Criminal Law	
UNIT 5	Wills, Intestacy & Family Provision	
UNIT 6	Civil Litigation	
UNIT 7	Criminal Procedure	
UNIT 8	Matrimonial & Civil Partnership Law & Procedure	
UNIT 9	Conveyancing	
UNIT 10	Succession	

#### 4. Supporting documents required with this application:

- Certified Certificates  
NALP will not accept original certificates. Please ensure that a copy of your certificate is appropriately **signed** and **certified** before submission. The person certifying your certificate must be a practicing or retired professional registered with the appropriate professional body, for example a Solicitor, Barrister, CILEx, Licensed Conveyancer.
  
- A full transcript of modules achieved and a detailed syllabus of the qualification showing the required coverage of the learning outcomes and assessment criteria contained in each of the NALP units selected above. A minimum 75% coverage of the content of **each** selected NALP unit is required in order to approve exemption.

#### 5. Payment details:

Payment Method (please tick appropriate Box)

Personal Cheque

Employer's Cheque

BACS: NatWest Bank, Sort Code: 51-50-10, Account No: 66138183

Signed ..... Date .....

Print Name .....

**Please ensure that you have completed all sections of this application form, as incomplete applications will be returned.**

Please return your completed application form, supporting documents and administration fee to:

The Exemption Administrator  
National Association of Licensed Paralegals  
LG02 Lincoln House  
1 – 3 Brixton Road  
London SW9 6DE