



Do Your Paralegal Skills need a Tune Up?

*Fine-tune them at PASCCO's
Certified Paralegal Exam Review Course!*

When: Saturday November 1, 2014	Time: 8:00 a.m. to 4:40 p.m.
Where: West Valley College, 14000 Fruitvale Avenue, Saratoga, CA 95070, Fox Center Room 102. Parking at West Valley is enforced on the weekend, the fee is \$3.00 and can be paid at nearby kiosk machines.	
Cost:	PASCCO and CAPA members - \$45.00 Non-members - \$75.00
<p><i>Have a Bachelor's degree?</i></p> <p><i>Have a paralegal certificate?</i></p> <p><i>Thinking of going beyond the basics?</i></p> <p><i>Take the next step:</i></p> <p><i>Go from a paralegal with a certificate to a Certified Paralegal (CP)!</i></p> <p>Whether you have years of experience or are just starting your career, becoming a CP († Certified Paralegal – CP is a registered trademark) can fine tune your skills while boosting your career and your confidence!!</p> <p>Let PASCCO help you reach your goals! Join us for a day long Certified Paralegal Review Course. Our instructors will review the pertinent areas covered on the CP exam and provide helpful tips to help you succeed!</p> <p>For more on the CP designation and CP Exam please see: http://www.nala.org/Certification.aspx</p> <p>Registration deadline is Tuesday, October 28, 2014. Please register early; due to room capacity there are only seats for 35 people. This is “brown bag, bring your own lunch” event.</p> <p>6.0 Hours of NALA CLE pending.</p> <p>Attendees must register online through Eventbrite by going to the Upcoming Events page on the PASCCO website. Payment can be made by check or credit card.</p> <p>If you pay by check, please note that registrations are not confirmed until your check is received by PASCCO. Your check must be received by PASCCO within 5 days of registration. To pay by check – FOLLOW INSTRUCTIONS BELOW.</p> <p><i>Step 1: Under the section entitled Ticket Information, chose the ticket type</i></p>	

Step 2: Click **“show other payment options”** (see example below)



Step 3: Complete all required information

Step 4: Follow mailing instructions

For more information contact Rich Hahn, CP at hahn.rich@yahoo.com

† Established in 1976 by NALA, a non-profit organization, representing over 18,000 paralegals, who are individual members or members of NALA affiliated associations, the Certified Paralegal program is a self-regulatory program offering a nationwide credential for paralegals. The Certified Paralegal program establishes and serves as a:

- National professional standard for paralegals
- Means of identifying those who have reached this standard.
- Credentialing program responsive to the needs of paralegals and responsive to the fact that this form of self-regulation is necessary to strengthen and expand development of this career field.
- Positive, ongoing, voluntary program to encourage the growth of the paralegal profession, attesting to and encouraging a high level of achievement.

Use of the CP credential signifies that a paralegal is capable of providing superior services to firms and corporations. National surveys consistently show Certified Paralegals are better utilized in a field where attorneys are looking for a credible, dependable way to measure ability. The credential has been recognized by the American Bar Association as a designation which marks a high level of professional achievement. The CLA or CP credential has also been recognized by over 47 legal assistant organizations and numerous bar associations.

CP (design) is a certification duly registered with the U.S. Patent and Trademark Office (No. 78213275).

<u>Time</u>	<u>Subjects</u>
8:00 -8:30	Registration
8:30 – 9:30	American Legal System
9:30 – 9:40	<i>Break</i>
9:40 – 10:40	Legal Research
10:40 – 11:40	Contracts
11:40 – 12:30	<i>Lunch</i>
12:30 – 1:30	Civil Litigation
1:30 - 2:30	Communications
2:30 – 2:40	<i>Short break</i>
2:40 – 3:40	Judgment & Analytical Ability
3:40 - 4:40	Ethics

*Subject to change without notice