



Accredited Paralegal Status – Application Form (Part 1 of 2)

Please complete the below form and return to accreditedparalegals@lawscot.org.uk.

The cost of membership is £110 payable once the application has been approved by the Accredited Paralegal Committee.

Personal details	
Full name	
Home address	
Preferred telephone number	
Personal email address	
Date of birth	

Work details	
Name of employer	
Work address	
Your work telephone number	
Your work email address	
Supervising solicitor	
Supervising solicitor email address	
Supervising solicitor contact number	

Educational requirements	
<p>Most Accredited Paralegals will have a formally recognised and assessed qualification relevant to their practice area(s). Examples include (but are not limited to): SQA Professional Development Award, HNC/D, LLB, BA Law, qualifications from CLT/Strathclyde or Scotia/Stirling.</p> <p><i>If you are unsure about whether you have a relevant qualification (or do not have one which is relevant to your practice area) please contact accreditedparalegals@lawscot.org.uk</i></p>	
Please detail your formally recognised and assessed qualification(s)	

Accredited Paralegal Status – Practice Areas	
Which practice area(s) within the Accredited Paralegal Scheme do you wish to register in?	

Eligibility / route to join (please select only one of the 2 options below)	
I am submitting my application to enter via the waiver option as I have more than 2 years' experience working as a paralegal and may/may not hold a formal qualification	
I am applying to become a trainee accredited paralegal (I have a formal qualification and less than 2 years experience working as a paralegal)	

I confirm:

- That I have read the guidance on the Society's website about the Accredited Paralegal Scheme;
- that my work is carried out under the supervision of a Scottish solicitor who holds a full practising certificate;
- that, if my application is successful, that I will comply with the Code of Conduct, CPD requirements, and complaints procedure of the Accredited Paralegal Scheme;
- that, if my application is successful, that I, or my employer, will pay the required annual membership fee; and
- That the Society may check the details provided above with my supervising solicitor

Name of applicant:

Date: