

**NORTH CAROLINA
PARALEGAL ASSOCIATION, INC.'S**

**27th Annual Mid-Year Seminar
September 17, 2011**

and

**4th Annual CLA/NCCP Review Course
September 16 & 17, 2011**



Embassy Suites Hotel - Charlotte

4800 South Tryon Street

Charlotte, North Carolina, 28217

1-704-527-8400 or 1-800-EMBASSY (800-362-2779)

www.charlotte.embassysuites.com

To attend, complete this registration form OR
register for the seminar online at

<https://ncpa.memberclicks.net/>

North Carolina Paralegal Association, Inc.
Mid-Year Seminar Schedule

Friday, September 16, 2011

7:00 p.m. – 9:00 p.m. Early Registration/Welcome Reception/Exhibitor Exposition

Saturday, September 17, 2011

7:30 a.m. - 8:30 a.m. Registration & Continental Breakfast

8:30 a.m. - 8:45 a.m. Welcome Remarks, President, Stephanie Elliott, NCCP

8:45 a.m. - 10:00 a.m. **GENERAL SESSION**

“What is Your Brand? How to Define Yourself Before Someone Else Does” (Professionalism Tips)
Bruce Robinson, Raleigh, NC

10:00 a.m. -10:30 a.m. Break - Visit with Exhibitors (Hotel Checkout)

10:30 a.m. -11:45 a.m. **CONCURRENT SESSIONS** (Choose one)

SESSION A: “Recent Updates in Workers Compensation Law”
Brad Collins, The Roberts Law Firm, Gastonia, NC

SESSION B: “Obtaining Court Approval of Minor Settlements”
Amy Oleksa, Cranfill, Sumner & Hartzog, Charlotte, NC

11:45 a.m. -1:00 p.m. **LUNCH**

1:00 p.m. - 2:15 p.m. **CONCURRENT SESSIONS** (Choose one)

SESSION A: “Intellectual Property- A Practical Overview”
W. Thad Adams, Adams Intellectual Property Law, Charlotte, NC

SESSION B: “ABCs of Criminal Law for the Paralegal”
Ed Bogle, Bogle, Anthony & Leach, Gastonia, NC

SESSION C: “Hot Topics in Family Law for the Paralegal”
Wade Carpenter, Carpenter & Carpenter, Gastonia, NC

2:15 p.m. - 3:30 p.m. **CONCURRENT SESSIONS** (Choose one)

SESSION A: "How to Navigate a Closing Without Running Aground"
Judge Thomas Taylor, Gastonia, NC

SESSION B: “Immigration Court Fundamentals”
Jordan Forsythe, Forsythe Immigration Law Firm, Charlotte, NC

3:30 p.m. - 3:45 p.m. Break

3:45 p.m. - 4:45 p.m. **GENERAL SESSION**

“Ethics”
Judge Richard Abernethy, Gastonia, NC

4:45 p.m. Closing Remarks & Door Prizes

North Carolina Paralegal Association, Inc.
CLA and NCCP Review Course

Friday, September 16, 2011 - CLA/NCCP REVIEW COURSE

7:30 a.m. - 8:00 a.m.	Registration
8:00 a.m. - 8:15 a.m.	Opening Remarks
8:15 a.m. - 9:15 a.m.	Real Estate
9:15 a.m. - 10:15 a.m.	Family Law
10:15 a.m. - 10:30 a.m.	Break
10:30 a.m. - 11:45 a.m.	Business Law / Business Organizations / Contracts
11:45 a.m. - 1:00 p.m.	LUNCH (on your own)
1:00 p.m. - 2:00 p.m.	Criminal Law
2:00 p.m. - 3:00 p.m.	American Legal System
3:00 p.m. - 4:00 p.m.	Legal Research
7:00 p.m. - 9:00 p.m.	Early Registration / Welcome Reception / Exhibitor Exposition

Saturday, September 17, 2011 - CLA/NCCP REVIEW COURSE

7:30 a.m. - 8:00 a.m.	Registration & Continental Breakfast
8:00 a.m. - 9:00 a.m.	Judgment and Analytics
9:00 a.m. - 10:00 a.m.	Rules of Civil Procedure
10:00 a.m. - 10:30 a.m.	Break - Visit with Exhibitors (Hotel Checkout)
10:30 a.m. - 11:45 a.m.	Communications / Human Relations / Interviewing Techniques
11:45 a.m. - 1:00 p.m.	LUNCH (provided)
1:00 p.m. - 2:00 p.m.	Probate and Estates
2:00 p.m. - 3:00 p.m.	Ethics
3:00 p.m. - 3:45 p.m.	Q & A Session for NCCP and CLA Exam
3:45 p.m. - 4:45 p.m.	Mid-Year Seminar General Session: "Ethics"
4:45 p.m.	Closing Remarks & Door Prizes

Please Note: These sessions are review courses and not comprehensive instruction courses on the subjects taught. CLA/CP Review Course participants may want to purchase the *CLA Review Manual* published by West Publishing as this manual will be used during the CLA session. The manual may be ordered from NALA at (918) 587-6828 or www.nala.org.

CONTINUING LEGAL ASSISTANT EDUCATION CREDIT:

- The Mid-Year Seminar has been approved by the Certifying Board of the National Association of Legal Assistants, Inc. for 6.25 hours of CLE credit toward maintenance of the CLA/CP credential.
- The Review Course has been approved by the Certifying Board of the National Association of Legal Assistants, Inc. for 13.0 hours of CLE credit including 2.0 hours of ethics CPE credit toward maintenance of the CLA/CP credential.
- The Mid-Year Seminar has been approved by the NC State Bar Board of Paralegal Certification for 6 hours of CPE credits including 1 hour of ethics CPE credit towards the NCCP credential.
- The Review Course has been approved by the NC State Bar Board of Paralegal Certification for 6 hours of CPE credit including 1 hour of ethics CPE credit towards the NCCP credential.

REFUNDS:

- If we receive your request by September 2, 2011, we will issue you a full refund, less a \$10.00 cancellation fee.
- If we receive your request between September 3, 2011 and September 9, 2011, we will issue a 50% refund.
- If we receive your request after September 9, 2011, no refund will be issued.
- You must notify the Registration Chair, Chreatha A. Alston, NCCP at (919) 807-7225.
- Refunds are not issued until after the seminar is completed.

MANUSCRIPTS: NCPA will provide each attendee with a written manuscript upon check in at registration. If you are not able to attend and would like to purchase the manuscript, you may purchase one from our website after the seminar is concluded.

DISCOUNTS: Law offices or corporations with three (3) or more paralegals attending the seminar, or three (3) or more paralegal students registering simultaneously, will be entitled to receive a 10% discount **on the registration fee only**. Discount does not apply to additional lunch or dinner tickets or manuscript purchase. **Registration forms and fees must be received simultaneously to ensure proper credit for discount.** **Online registration is not eligible for the discount – you must submit paper registration forms.**

HOTEL INFORMATION:

Room Rates: Standard Rooms are \$109.00, plus tax; the hotel is holding a block of rooms for NCPA until **September 2, 2011**. After this date, room availability and price are not guaranteed. Please be sure to designate that you are attending the North Carolina Paralegal Association Seminar, by giving the group code “NCP”, to receive this discounted rate.

Please make your own hotel reservations:

Via telephone: Please call 704-527-8400 or 1-800-EMBASSY (800-362-2779) and ask for the reservations department. Please provide the reservation agent with the special three letter code **NCP**. This will ensure you receive the discounted room rate. After **September 2nd**, we cannot guarantee you a room or the discounted rate.

On Line: Go to www.charlotte.embassysuites.com. Enter in both check in and check-out dates. Select Go. Scroll down to find Group/Convention code and enter **NCP**. Select suite type and proceed to confirm reservation.

Directions:

From the Greensboro Area: US-220 South / Freeman Mill Rd / Governor John Motley Morehead Hwy. At exit 79, take ramp right for I-85 South / US-29 South / US-70 West toward Charlotte / High Point. At exit 38, take ramp right for I-77 South / US-21 South toward Columbia. At exit 6B, take ramp right for S Tryon St South / NC-49 South toward Airport. Turn right onto NC-49 / S Tryon St.

From the Raleigh/Durham/Eastern NC Areas: I-40 West. Bear right onto I-40 West / I-85 South / NC-86 North. Take ramp left for I-85 South / US-29 South / US-70 West. At exit 38, take ramp right for I-77 South / US-21 South toward Columbia. At exit 6B, take ramp right for S Tryon St South / NC-49 South toward Airport. Turn right onto NC-49 / S Tryon St.

From the Asheville/Western NC Areas: I-40 East toward Statesville. At exit 123A-B, take ramp right for US-321 South toward Lincolnton/Gastonia. Take ramp right for I-85 North/Senator Marshall Arthur Rauch Hwy. At exit 33, take ramp right for Billy Graham Pkwy toward Charlotte/Douglas Intl Airport. Turn right onto US-521/Billy Graham Pkwy. Turn right onto NC-49/S Tryon Street.

FOR MORE INFORMATION, CONTACT

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Crystal L. Robinson, NCCP
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Debby Crowe Sawyer, ACP, NCCP
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Michele A. Tuttle, CLA, NCCP
Seminar Co-Chair, Exhibitor Chair
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Melissa Rutledge, NCCP
CLA/NCCP Review Course Chair
MelissaRutledge@andrewskurth.com

REGISTRATION FORM

NCPA's 27th Mid-Year Seminar & 4th Annual CLA/NCCP Review Course

September 16- 17, 2011

Registration deadline is **September 2, 2011**. Please add the late fee if your registration is postmarked on or after this date. Walk-ins are welcome the day of the seminar. Checks should be made payable to NCPA for the total amount of all applicable fees. **Your check or credit card statement is your receipt. We do not send confirmations.**

Return this form and your payment to: Chreatha A. Alston, NCCP
NCPA, Registration Chair
PO Box 36264
Charlotte, NC 28236-6264

NAME: _____

(This is how your name will appear on your nametag - please be sure to include any credentials such as CLA or NCCP.)

ADDRESS: _____

FIRM NAME: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

CHECK NO.: _____ ENCLOSED: \$ _____

IS THIS YOUR FIRST
NCPA SEMINAR?

Yes

No

I am attending the **Mid-Year Seminar** on September 17, 2011

_____	\$ 120.00	NCPA/NALA Member*/Paralegal Educator
_____	\$ 195.00	Non-Member
_____	\$ 75.00	NCPA/NALA Student Member
_____	\$ 90.00	Student Non-Member
_____	\$ 20.00	Late Registration Fee (if postmarked after September 2, 2011)
_____	\$ 50.00	Manuscript Only (will be mailed after seminar date)

CHECK THE CONCURRENT SESSIONS YOU WILL ATTEND:

Saturday, 10:30 a.m.	Session A _____	Session B _____	(you can only attend ONE)	
Saturday, 1:00 p.m.	Session A _____	Session B _____	Session C _____	(you can only attend ONE)
Saturday, 2:15 p.m.	Session A _____	Session B _____		(you can only attend ONE)

I am attending the **CLA and NCCP Review Course** on September 16 & 17, 2011

_____	\$ 175.00	NCPA/NALA Member*
_____	\$ 250.00	Non-Member
_____	\$ 90.00	NCPA/NALA Student Member
_____	\$ 115.00	Student Non-Member
_____	\$ 125.00	Paralegal Educator
_____	\$ 20.00	Late Registration Fee (if postmarked after September 2, 2011)
_____	\$ 50.00	Manuscript Only (will be mailed after seminar date)

*If you are not an NCPA member but have a NALA General Membership, please include a copy of your NALA membership card.

Contributions or gifts to the North Carolina Paralegal Association, Inc. are not deductible contributions for federal income tax purposes; however, payments may qualify as ordinary and necessary business expenses.

Or you may register online at:

<https://ncpa.memberclicks.net>

