

1 **Rule 15-701. Definitions.**

2 As used in this article:

3 (a) “ABA” means the American Bar Association.

4 (b) “Accredited Program” means a course of instruction in paralegal studies from a program  
5 officially recognized as meeting the standards and requirements of a regional or national  
6 accrediting organization that is approved by the U.S. Department of Education, or a paralegal  
7 school or paralegal studies program that has been fully or provisionally approved by the ABA  
8 Standing Committee on Paralegals.

9 (c) “Accredited School” means a school officially recognized as meeting the standards and  
10 requirements of a regional or national accrediting organization that is approved by the U.S.  
11 Department of Education.

12 (d) “Applicant” means each person requesting licensure as a Licensed Paralegal Practitioner.

13 (e) “Approved Law School” means a law school which is fully or provisionally approved by  
14 the ABA pursuant to its Standards and Rules of Procedure for Approval of Law Schools. To  
15 qualify as approved, the law school must have been fully or provisionally approved at the time of  
16 the Applicant’s graduation, or at the time of the Applicant’s enrollment, provided that the  
17 Applicant graduated within a typical and reasonable period of time.

18 (f) “Associate Degree” means an undergraduate academic degree conferred by a college upon  
19 completion of the curriculum required for an associate degree.

20 (g) “Bachelor’s Degree” means an academic degree conferred by a college or university upon  
21 completion of the undergraduate curriculum.

22 (h) “Bar” means the Utah State Bar, including its employees, committees and the Board.

23 (i) “Board” means the Board of Bar Commissioners.

24 (j) “Complete Application” means an application that includes all fees and necessary  
25 application forms, along with any required supporting documentation, character references, a  
26 criminal background check, a photo, an official certificate of graduation and if applicable, a test  
27 accommodation request with supporting medical documentation.

28 (k) “Confidential Information” is defined in Rule 15-720(a).

29 (l) “Disbarred Lawyer” means an individual who was once a licensed lawyer and is no longer  
30 permitted to practice law.

31 (m) “Executive Director” means the executive director of the Utah State Bar or her or his  
32 designee.

33 (n) “First Professional Degree” means a degree that prepares the holder for admission to the  
34 practice of law (e.g. juris doctorate) by emphasizing competency skills along with theory and  
35 analysis. An advanced, focused, or honorary degree in law is not recognized as a First  
36 Professional Degree (e.g. master of laws or doctor of laws).

37 (o) “Full-time” means providing legal services as a paralegal for no fewer than 80 hours per  
38 month.

39 (p) “General Counsel” means the General Counsel of the Utah State Bar or her or his  
40 designee.

41 (q) “Licensed Paralegal Practitioner” means a person licensed by the Utah Supreme Court to  
42 provide limited legal representation in the areas of (1) temporary separation, divorce, parentage,  
43 cohabitant abuse, civil stalking, and custody and support; (2) forcible entry and detainer and  
44 unlawful detainer; or (3) debt collection matters in which the dollar amount in issue does not  
45 exceed the statutory limit for small claims cases.

46 (r) “LPP” means Licensed Paralegal Practitioner.

47 (s) “LPP Administrator” means the Bar employee in charge of LPP licensure or his or her  
48 designee.

49 (t) “LPP Admissions Committee” means those Utah State Bar members or others appointed  
50 by the Board or president of the Bar who are charged with recommending standards and  
51 procedures for licensure of LPPs, with implementation of this article, reviewing requests for test  
52 accommodations, and assessing the qualifications of applicants.

53 (u) “NALA” means the National Association of Legal Assistants.

54 (v) “NALS” means The Association for Legal Professionals.

55 (w) “NFPA” means the National Federation of Paralegal Associations.

56 (x) “National Certification” means Certified Paralegal (CP or CLA) credential from the  
57 National Association of Legal Assistants (NALA); the Professional Paralegal (PP) credential  
58 from the National Association of Legal Professionals (NALS); or the ~~Certified~~ Registered  
59 Paralegal (CRP) credential from the National Federation of Paralegal Associations (NFPA).

60 (y) “OPC” means the Bar’s Office of Professional Conduct.

61 (z) “Paralegal” means a person qualified through education, training, or work experience,  
62 who is employed or retained by a lawyer, law office, governmental agency, or the entity in the  
63 capacity or function which involves the performance, under the ultimate direction and  
64 supervision of an attorney, of specifically delegated substantive legal work, which work, for the  
65 most part, requires a sufficient knowledge of legal concepts that absent such assistance, the  
66 attorney would perform.

67 (aa) “Paralegal Certificate” means verification that an individual has successfully completed  
68 a paralegal studies program from an Accredited Program that includes at least 15 credit hours of  
69 paralegal studies. The certificate must be offered, taught, and granted by an Accredited Program.

70 (bb) “Paralegal Studies and Paralegal Studies Degree” mean course work that prepares a  
71 holder to work as a paralegal.

72 (cc) “Privileged Information” in this article includes: information subject to the attorney-  
73 client privilege, attorney work product, test materials and applications of examinees;  
74 correspondence and written decisions of the Board and LPP Admissions Committee, and the  
75 identity of individuals participating in the drafting, reviewing, grading and scoring of the LPP  
76 Licensure Examination.

77 (dd) “Reapplication for Licensure” means that for two years after the filing of an original  
78 application, an Applicant may reapply by completing a Reapplication for Licensure form  
79 updating any information that has changed since the prior application was filed and submitting a  
80 new criminal background check.

81 (ee) “Substantive Law-Related Experience” means the provision of legal services as a  
82 Paralegal, paralegal student or law student including, but not limited to, drafting pleadings, legal  
83 documents or correspondence, completing forms, preparing reports or charts, legal research, and  
84 interviewing clients or witnesses. Substantive Law-Related Experience does not include routine

85 clerical or administrative duties. Substantive Law-Related Experience for licensure in landlord-  
86 tenant and debt collection includes, but is not limited to, the provision of legal services as a  
87 Paralegal supervised by a licensed attorney, paralegal student or law student in the areas of  
88 bankruptcy, real estate, mortgage and/or banking law.

89 (ff) “Supreme Court” means the Utah Supreme Court.

90 (gg) “Unapproved Law School” means a law school that is not fully or provisionally  
91 approved by the ABA.

92 (hh) “Updated Application” means that an Applicant is required to amend and update her or  
93 his application on an ongoing basis and correct any information that has changed since the  
94 application was filed.

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