

Rule 15-701. Definitions.

1 As used in this article:

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

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

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

7 (d) “Approved Law School” means a law school which is fully or provisionally approved by
8 the ABA pursuant to its Standards and Rules of Procedure for Approval of Law Schools. To
9 qualify as approved, the law school must have been fully or provisionally approved at the time of
10 the Applicant's graduation, or at the time of the Applicant's enrollment, provided that the
11 Applicant graduated within a typical and reasonable period of time.

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

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

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

17 (h) “Board” means the Board of Bar Commissioners.

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

22 (j) “Confidential Information” is defined in Rule 15-720(a).

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

25 (l) “Executive Director” means the executive director of the Utah State Bar or her or his
26 designee.

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

31 (n) “Full-time” means providing legal services as a paralegal for no fewer than 80 hours per
32 month.

33 (o) “General Counsel” means the General Counsel of the Utah State Bar or her or his
34 designee.

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

40 (q) “LPP” means Licensed Paralegal Practitioner.

41 (r) “LPP Administrator” means the Bar employee in charge of LPP licensure or his or her
42 designee.

43 (s) “LPP Admissions Committee” means those Utah State Bar members or others appointed
44 by the Board or president of the Bar who are charged with recommending standards and
45 procedures for licensure of LPPs, with implementation of this article, reviewing requests for test
46 accommodations, and assessing the qualifications of applicants

47 (t) “NALA” means the National Association of Legal Assistants.

48 (u) “NALS” means The Association for Legal Professionals.

49 (v) “OPC” means the Bar’s Office of Professional Conduct.

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

56 (x) “Paralegal Certificate” means verification that an individual has successfully completed
57 an accredited paralegal education program.

58 (y) “Paralegal Studies and Paralegal Studies Degree” mean course work that prepares a
59 holder to work as a paralegal.

60 (z) “Privileged Information” in this article includes: information subject to the attorney-client
61 privilege, attorney work product, test materials and applications of examinees; correspondence

62 and written decisions of the Board and LPP Admissions Committee, and the identity of
63 individuals participating in the drafting, reviewing, grading and scoring of the LPP Licensure
64 Examination.

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

69 (bb) “Substantive Law-Related Experience” means the provision of legal services as a
70 Paralegal, paralegal student or law student including, but not limited to, drafting pleadings, legal
71 documents or correspondence, completing forms, preparing reports or charts, legal research, and
72 interviewing clients or witnesses. Substantive Law-Related Experience does not include routine
73 clerical or administrative duties. Substantive Law-Related Experience for licensure in landlord-
74 tenant and debt collection includes, but is not limited to, the provision of legal services as a
75 Paralegal supervised by a licensed attorney, paralegal student or law student in the areas of
76 bankruptcy, real estate, mortgage and/or banking law.

77 (cc) “Supreme Court” means the Utah Supreme Court.

78 (dd) “Unapproved Law School” means a law school that is not fully or provisionally
79 approved by the ABA.

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

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