

In today's working environment, anyone who values their career must be prepared to continually add to their skills and their knowledge. This is particularly true of the ever-changing legal profession. It is recommended that members of the Society of Specialist Paralegals undertake at least 10 hours CPD (5 hours for Associate Members) in their membership year to ensure that they are kept up to date with the latest developments in their field of expertise. This can take one of the following forms:

Face-to-face comprises attendance at public training courses, for example those provided by CLT and the Law Society. This can also include interactive online training. SSP members are entitled to attend a wide range of conferences, seminars and webinars at discounted rates.

Home Study of relevant Legal/Management material, e.g. course papers and journal articles, can be undertaken for up to four hours (2 hours for Associate Members).

In-House training which is provided by your employer at your place of business qualifies as CPD - CLT can provide training on an in-house basis on all paralegal areas (minimum five persons).

The Society of Specialist Paralegals can provide information and advice on the variety of CPD methods available, to help you further your career regardless of your personal circumstances. Please contact us for further information.



THE SOCIETY OF SPECIALIST PARALEGALS



Recognising Excellence

The Society of Specialist Paralegals

CONTINUING PROFESSIONAL DEVELOPMENT RECORD CARD

Name: _____

Membership number: _____

Membership year: _____

CPD PERSONAL RECORD

Please complete your CPD records below and return along with your membership renewal to:

**The Society of Specialist Paralegals, 5th Floor, 80 St Vincent Street, Glasgow G2 5UB
DX: GW179, Glasgow**

Date	Activity	CPD Hours
Organiser name & address		
Date	Activity	CPD Hours
Organiser name & address		
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Date	Activity	CPD Hours
Organiser name & address		
TOTAL NUMBER OF HOURS		

I certify that this card contains an accurate record of Continuing Professional Development undertaken by me in my membership year.

Signature _____ Date _____

please retain a copy for your personal records