



# HOUSTON PARALEGAL ASSOCIATION

*An Affiliate of NALA - The Paralegal Association*

## NALA CP EXAM REVIEW COURSE *Organizational Meeting*

**When:** Tuesday, February 20, 2024

**Time:** 6:00 p.m. - 8:00 p.m.

**Where:** Zoom Meetings

The Review Course will meet for 6 weeks (14 sessions), via Zoom, in February and March to study and review all Knowledge Exam and Skills Exam sections of the new NALA CP Exam.

Registration fee: Free - initial meeting only.  
If you join the Review Course the cost will be:  
\$100.00 for HPA members  
\$145.00 for non-HPA members

***You are responsible for purchasing your personal study materials.  
The NALA CP Exam Fundamentals Book is available on the NALA website –  
<https://nala.org>***

To RSVP, please register online at <https://www.hpatx.org>  
Questions? Feel free to reach out [sandra.jordan@corelab.com](mailto:sandra.jordan@corelab.com)

The CP Exam format is in two sections:  
(1) Knowledge Exam and (2) Skills Exam

Candidates must pass the Knowledge Exam before receiving eligibility to take the Skills Exam.

The Knowledge Exam is offered every day of the year.  
The Skills Exam is offered only in February / April / July / October

Please check the NALA website at [www.nala.org](http://www.nala.org) for additional information about the CP Exam and to order your personal set of study materials.



**2024**  
**February/March**  
**NALA CP Exam Review Course Schedule**  
Zoom Meetings

DATE/TIME		EXAM TOPICS	POINTS	PRESENTERS
Tuesday February 20, 2024 6:00pm – 8:00pm		<b>ORIENTATION</b>		Monty Holmes, ACP, TBLS-BCP Sandra-Lee Jordan, CP LaKeisha Simmons, ACP Ruth Conley, ACP Linda Carrette, ACP, TBLS-BCP Tracey Cryer, ACP, TBLS
Week	DATE/TIME	EXAM TOPICS	POINTS	PRESENTERS
1	Tuesday 2/27/24 6:00pm	U.S. Legal System	15	Montye Holmes, ACP, TBLS-BCP
2	Thursday 2/29/24 6:00pm	Civil Litigation	15	Montye Holmes, ACP, TBLS-BCP
3	Saturday 3/2/24 9:00am	Estate Planning	7	Tracey Cryer, ACP, TBLS
4	Tuesday 3/5/24 6:00pm	Contracts	10	Linda Carrette, ACP, TBLS-BCP
5	Thursday 3/7/24 6:00pm	Bankruptcy	6	Mary Shiloh, TBLS-BCP Sandra-Lee Jordan, ACP
6	Saturday 3/9/24 9:00am	Corporate Law	10	Sandra-Lee Jordan, ACP
6	Tuesday 3/12/24 6:00pm	Criminal Law and Procedure	7	LaKeisha Simmons, ACP
7	Thursday 3/14/24 6:00pm	Torts	10	Ruth Conley, ACP
8	Saturday 3/16/24 9:00am	Real Estate	8	Sandra-Lee Jordan, ACP
9	Tuesday 3/19/24 6:00pm	Ethics	12	LaKeisha Simmons, ACP Montye Holmes, ACP, TBLS-BCP

10	Thursday 3/21/24 6:00pm	Legal Writing: <i>Composition</i> <i>Mechanic</i>	10 7 3	Linda Carrette, ACP, TBLS-BCP
11	Tuesday 3/26/24 6:00pm	Critical Thinking: <i>Identification of Relevant Facts</i> <i>Issue Spotting</i> <i>Analysis of Facts and Rules</i> <i>Drawing Conclusions</i>	20 4 7 7 2	Ruth Conley, ACP Montye Holmes, ACP, TBLS -BCP Linda Carrette, ACP, TBLS-BCP
12	Thursday 3/28/24 6:00pm	Brief Discussion <i>NALA Sample Essay Question</i> <i>Review</i>		Ruth Conley, ACP
13	Tuesday 4/2/24 6:00pm	Wrap Up/Q&A Session		Monty Holmes, ACP, TBLS-BCP Sandra-Lee Jordan, CP LaKeisha Simmons, ACP Ruth Conley, ACP Linda Carrette, ACP, TBLS-BCP Tracey Cryer, ACP, TBLS



**SKILLS**

