



### What Is KALA?

KALA is a professional association for Kansas legal assistants and paralegals formed in 1981 and affiliated with the National Association of Legal Assistants, Inc.

KALA encourages greater utilization of legal assistants and paralegals by the legal community and works to increase public awareness and understanding of the profession.

### What Is A Legal Assistant/Paralegal?

“A legal assistant or paralegal is a person, qualified by education, training or work experience, who is employed or retained by a lawyer, law office, corporation, government agency, or other entity who performs specially delegated substantive legal work for which a lawyer is responsible.”

### CLA/CP Examination

As legal professionals, KALA encourages its members to take the certified legal assistant/paralegal (CLA/CP) examination, but does not require certification for membership.

### Student Membership

KALA’s current Student Membership cost is \$15.00 per year. KALA encourages new graduates to join or continue their membership by offering a one year free Affiliate Membership. For more information and applications please visit our website at: [www.kansas.gov/kala](http://www.kansas.gov/kala)

**Douglas L. Bebout  
Memorial Scholarship  
Application**

PO Box 47031, Wichita KS 67201  
[www.kansas.gov/kala](http://www.kansas.gov/kala)

## KALA Scholarship Application



Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

Evening Telephone Number \_\_\_\_\_

Email Address \_\_\_\_\_



- School:  Hutchinson Community College  
 Johnson County Community College  
 Newman University  
 Washburn University

Hours Enrolled: \_\_\_\_\_ (Attach Proof)

Date of Application: \_\_\_\_\_

Are you currently employed as a paralegal? \_\_\_\_\_

If so, how long have you been employed as a paralegal?  
\_\_\_\_\_

Place of employment: \_\_\_\_\_



Please mail applications to:

Kansas Association of  
Legal Assistants • Paralegals  
PO Box 47031  
Wichita KS 67201

### REMINDER

Please do not forget to include the documentation that proves current enrollment, Grade Point Average, and credit hour requirements.

# Scholarship

The Kansas Association of Legal Assistants • Paralegals in honor of one of its longtime members, Douglas L. Bebout, is offering a scholarship to local students for each calendar school year to help defray the cost of higher education.

The scholarship will be awarded in the form of a check made payable directly to the applicant and may be used in whatever manner they desire.



## Scholarships To Be Awarded

The Kansas Association of Legal Assistants • Paralegals will award a \$250 scholarship to one student in each of the following educational institutions for each calendar school year:

- Newman University
- Johnson County Community College
- Washburn University
- Hutchinson Community College



## Timetable

Applications must be postmarked by July 15<sup>th</sup> and received by July 20<sup>th</sup>. The selection process will be completed and the recipients will be notified by August 15th.



## Requirements

Eligible applicants must:

- Be currently enrolled in a minimum of six (6) credit hours of paralegal study courses at one of the listed educational institutions; and
- Maintain at least a 3.0 Grade Point Average; and
- Submit an essay along with the application form.



## Essay

*“Why I Want to be a Paralegal.”*  
The essay must be typed, single space on letter size paper, and be between one and two pages in length.



## Membership Benefits

### Newsletter

KALA publishes a newsletter, *KALA Reports*, which keeps members apprised of association business, contains articles of interest, and notifies members of upcoming seminars and events.

### Educational Opportunities

#### KALA Regular Membership Meetings

KALA hosts nine educational luncheon meetings each year. Each meeting offers the equivalent of one hour continuing legal education credit through qualified and interesting speakers.

#### KALA Annual Meeting and Seminar

An all day event held in June each year, this seminar offers continuing education credit as well as networking opportunities.

#### NALA Annual Convention

Held in July each year in various locations around the country, and offers a variety of continuing education opportunities.

### Job Registry

KALA receives notification of Legal Assistant and Paralegal positions from many different sources and is able to notify our membership in a quick and efficient manner allowing our membership an advantage over other potential applicants.

### Membership

There are five (5) categories of membership in KALA: Voting, Student, Associate, Sustaining, and Honorary. Membership. Applications may be downloaded from the KALA website

<http://www.accesskansas.org/kala/>