



South Dakota Paralegal Association Application for APC Course Reimbursement

1. SDPA would like to assist members who desire to seek Advanced Paralegal Certification as part of their professional development. As an incentive, SDPA is offering reimbursement of the fee for active members who successfully complete a NALA APC Course (reimbursement is limited to the member's actual cost up to \$300.00, which is the current fee for a non-member of NALA to enroll in an APC course). In order to be eligible, members must meet the following criteria:
 - A. Applicant must be an active member of the SDPA. (All active members are eligible to participate.)
 - B. Applicant must successfully complete an APC Course during the calendar year. (Please attach verification from NALA that you completed the course.)
 - C. Reimbursement for an APC Course is only available to active members who do not receive reimbursement from any other source. (Please attach written verification from your employer.)
 - D. Reimbursement for an APC Course is limited to one (1) reimbursement per member.
2. Two (2) APC reimbursements will be available during the calendar year, one to be awarded at the Annual Meeting and one to be awarded at the Semi-Annual Meeting. The reimbursement will be given to one eligible member whose name is drawn from a pool of eligible members who qualify.
3. To be included in the drawing, this application and supporting documentation **MUST** be received by the Professional Development Committee Chairperson at least 15 days before the date of the Annual or Semi-Annual Meeting. If you are not selected at the Annual Meeting, your name will continue in the drawing for the opportunity to receive reimbursement at the Semi-Annual Meeting, after which you must reapply.
4. Information and applications are available from the South Dakota Paralegal Association Professional Development Committee, c/o Cindy E. Schmit, ACP, P.O. Box 88738, Sioux Falls, SD 57109-8738; e-mail: cschmit@mayjohnson.com.

SUBMIT YOUR APPLICATION to:
The South Dakota Paralegal Association, Inc.
Professional Development Committee
c/o Cindy E. Schmit, ACP
P.O. Box 88738, Sioux Falls, SD 57109-8738
Or via e-mail to: cschmit@mayjohnson.com

