



**AMERICAN ALLIANCE OF PARALEGALS, INC.  
AACP RENEWAL APPLICATION**

Please complete this form, along with affidavit and **\$40.00** check made payable to American Alliance of Paralegals, Inc. or online payment of **\$40.00** at [www.aapipara.org](http://www.aapipara.org)

**Applicant Information**

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone No.: \_\_\_\_\_ Cell Phone No.: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Work Phone No.: \_\_\_\_\_ Work Fax No.: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Date on AACCP Credential Certificate:** \_\_\_\_\_

**CLE Information**

In order to renew, every AACCP shall renew his/her certification status every three (3) years and complete eighteen (18) hours of continuing legal education (“CLE”), with three (3) of the eighteen (18) hours being in ethics. **Please attach proof of completed certificates and supporting documents. (NOTE: EMERITUS AACCP STATUS RENEWALS ARE NOT REQUIRED TO SUBMIT CLE REQUIREMENTS)**

CLE Program/Provider Hours	Subject	Date	CLE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**AFFIDAVIT OF AACP RENEWAL**

I hereby certify that the information provided and attached on my renewal application is true and correct to the best of my knowledge. I am currently employed as a paralegal.

\_\_\_\_\_

Dated

\_\_\_\_\_

Signature

**Submit Renewal Application to:**

Leslie L. Adams, AACP  
Director of Education - American Alliance of Paralegals, Inc.  
Fifth Third Bank  
Office of Corporate Secretary  
38 Fountain Square Plaza, MD10907F  
Cincinnati, OH 45263  
[education@aapipara.org](mailto:education@aapipara.org) or [lladamsaacp@gmail.com](mailto:lladamsaacp@gmail.com)

You may also pay your renewal fee of **\$40.00** online at [www.aapipara.org](http://www.aapipara.org)

If paying by check, please forward your check to:

John C. Goudie, AACP  
2006 N. 70th Street  
Wauwatosa, WI 53213-1947

***(REMINDER: EMERITUS AACP STATUS RENEWALS DO NOT REQUIRE COMPLETION OF CLE REQUIREMENTS)***

PLEASE SUBMIT ALL COMPLETED CLE CERTIFICATES, SUPPORTING DOCUMENTS AND RENEWAL FEE. IF YOUR RENEWAL APPLICATION IS INCOMPLETE, IT MAY BE REJECTED. YOU WILL RECEIVE NOTIFICATION THAT YOUR RENEWAL HAS BEEN APPROVED. PLEASE ALLOW SIX WEEKS FOR THE RENEWAL PROCESS.