

"I would LOVE to attend more CLE seminars, but my employer doesn't pay for CLE!"

## NANCY McLAUGHLIN SCHOLARSHIP GUIDELINES

APPLICATION  
DEADLINE FOR  
FALL/WINTER:  
December 31,  
2018

**Award:** One \$250 scholarship in the Fall/Winter and One \$250 scholarship in the Spring/Summer will be awarded. The following is a list of possible scholarship uses:

- *Texas Advanced Paralegal Seminar (TAPS)*
- *Certified Paralegal/Certified Legal Assistant Testing Fee (CP/CLA)*
- *Advanced Paralegal Certification Course Fee (ACP)*
- *Texas Board of Legal Specialization Testing Fee (TBLS)*
- *Other CLE that has received credit from NALA, State Bar of Texas and/or TBLS*
- *Tuition to paralegal programs at Texas State University, University of Texas, Austin Community College, or Center For Advanced Legal Studies*
- *Membership in CAPA; Paralegal Division, SBOT; NALA; and NFPA*
- *Purchase of paralegal books and textbooks.*

The Scholarship Recipient will be notified by email in mid-February 2019.

The specific use of the award does not need to be identified at the time of the application. It is the responsibility of the scholarship winner to contact the Scholarship Committee Chair for to make arrangements for the award to be paid. Scholarship funds must be used within twelve months of date of award. If the use is less than \$250, the remaining funds will be given to the recipient to cover other related costs.

**Eligibility:** All voting, associate, and student members of CAPA in good standing are eligible.

**Criteria:** Submit the completed application and essay. Essays should be minimum one-page, but no more than two-pages, typed and single spaced. Essays will be judged on not only content but spelling, grammar, and general readability.

Incomplete applications and applications received after 5:00 PM Central Time on the deadline date will not be considered.

**Selection:** The Scholarship Committee Chair will appoint a committee to judge the scholarship applications on an anonymous basis. The Scholarship Committee Chair and two Board members may participate in the judging process.

The scholarship application and essay must be forwarded to:

Lisa K. Mitchener, Chair  
CAPA Scholarship Committee  
Email: [scholarship@capatx.org](mailto:scholarship@capatx.org)



### **Essay Topic**

Prepare an essay on <u>one</u> of the topics below. Essays must be minimum one-page, but no more than two pages, typed, and single-spaced.	
1.	Why I chose to be a paralegal and my career goals.
2.	Describe the difference between being a paralegal with a certificate and a certified paralegal.
3.	Describe how continuing legal education contributes to a paralegal's professional development.
4.	What do you consider to be the primary role(s) of a paralegal and why.
5.	What is in your opinion, the role of the Paralegal Division of the State Bar of Texas.
6.	How would you describe your duties as a paralegal to a non-lawyer
7.	Other – related topic of applicant's choosing.

### **Agreement/Authorization**

Should you receive this award, your photo and/or essay may be published in the CAPA newsletter, website, and/or social media. Is this acceptable to you? Yes \_\_\_ No \_\_\_

I understand this application and supporting information becomes the property of CAPA and it shall have the discretionary authority in all matters pertaining to this award.

I understand that all applications will be reviewed by the Nancy McLaughlin Scholarship Committee to select the recipient of the Scholarship.

I understand that this award may be taxable under the tax laws of the United States and that it is my responsibility to pay such taxes.

I certify that the above information is true and correct.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

Send completed application and essay to:

Lisa K. Mitchener, Chair  
CAPA Scholarship Committee  
Email: [scholarship@capatx.org](mailto:scholarship@capatx.org)

## About Nancy McLaughlin



Nancy Carmen McLaughlin, CLAS, TPS was a legal assistant at the Law Offices of William Schmidt for twelve years prior to her sudden death on Friday, December 8, 2000. She was dedicated, hard working, and attentive to the needs of clients and her employer.

Nancy received her Certification as a Legal Assistant in 1993 from the National Association of Legal Assistants (“NALA”). She also received a Specialty Certification from NALA and the State Bar of Texas.

Many remember Nancy as a very active member of the Capital Area Paralegal Association (“CAPA”) and the Legal Assistant Division of the State Bar of Texas, now known as the Paralegal Division (“Division”). She spent many hours volunteering for both organizations and motivating others to become involved themselves. She served in many capacities, most notably as Programs Chair and President of CAPA, and as Editor of the Texas Paralegal Journal, published by the Division.

Nancy touched the lives of many people and often you will hear them say they thought of her as family. She was an animal lover and left behind four dogs and a cat. She was a kind and generous friend and devoted her free time to animal causes, Meals on Wheels, and those in need. She is still missed sorely by her many friends.