

## FEES

Mandatory Centre Fees	
<p><b>Centre Application Fee (UK)</b></p> <p><b>Centre Application Fee (International)</b></p> <p>Includes:</p> <ul style="list-style-type: none"> <li>• Desk-based review of Centre Application</li> <li>• Advice and assistance on completion of the forms and provision of necessary evidence, etc.</li> <li>• Remote interviews with staff / management, as required</li> <li>• Other due diligence activities (e.g. Companies House check, credit check, etc.)</li> <li>• <b>UK Centres Only</b> – pre-approval visit and subsequent report for NALP Board consideration</li> <li>• <b>International Centres</b> – Staff time for pre-approval visit* and subsequent report for NALP Board consideration</li> </ul> <p><i><b>Note:</b> International Centres will also incur additional expenses to cover travel, accommodation and subsistence for up to 2 members of staff to undertake the mandatory pre-approval visit.</i></p>	<p><b>£400.00</b></p> <p><b>£900.00</b></p>
<p><b>Annual Reapproval Fee (UK Centres)</b></p> <p><b>Annual Reapproval Fee (International)</b></p> <p>Includes:</p> <ul style="list-style-type: none"> <li>• Standard External Quality Assurance visits (i.e. not related to an investigation or sanction)</li> <li>• Ad-hoc advice or assistance from NALP staff members, including processing of applications for Special Considerations and Reasonable Adjustments, etc.</li> </ul>	<p><b>£400.00</b></p> <p><b>£900.00</b></p>
<p><b>Administration</b></p> <p>Covers charges for any administrative tasks outside of the normal application or annual reapproval fee, such as changing logos or other details held on the NALP website.</p>	<p><b>£15.00</b></p> <p><b>Per hour</b></p>

<p><b>Postage and Packing</b></p> <p>Standard Certificate issue to single authorised address via Royal Mail Recorded Delivery (UK)</p> <p>Standard Certificate issue via Royal Mail (Tracked) (International) – charged as per Royal Mail tariff</p>	<p><b>Free</b></p> <p><b>POA</b></p>
<p><b>External Quality Assurance (Standard Visits)</b></p>	<p><b>Free</b></p>
<p><b>External Quality Assurance (Investigation and Sanction)</b></p> <p>Covers where a Centre has been found to have allowed or committed, whether via collusion, negligence or malice, malpractice or serious maladministration to occur which has, or may have, affected the validity, reliability or consistency of NALP qualifications.</p>	<p><b>£350.00 per day</b></p>
<p><b>Certificates</b></p> <p>Qualification Certificate – first issue</p> <p>Unit Certificate – first issue</p> <p>Replacement Certificate (due to first being lost, destroyed or stolen)</p> <p>Amended Certificate (due to Centre’s error during learner registration)</p>	<p><b>Free</b></p> <p><b>Free</b></p> <p><b>£25.00</b></p> <p><b>£25.00</b></p>
<p><b>Standard Qualification Fees</b></p>	
<p>The following fees include:</p> <ul style="list-style-type: none"> <li>• Learner Registration</li> <li>• Provision of Assignment papers (for each unit)</li> <li>• Marking of Assignment papers</li> <li>• 1 x Re-sit or Referral</li> <li>• Issuing Results</li> <li>• Issuing Certificates (to a single authorised address)</li> </ul>	
<p><b>NALP Level 3 Award in Paralegal Practice</b></p> <p>Standard Qualification Fee</p> <p>Associated Learner Fee</p> <p>Package Fee</p> <p><b>Total Fee for qualification per learner</b></p>	<p><b>£90.00</b></p> <p><b>£60.00</b></p> <p><b>£50.00</b></p> <p><b>£200.00</b></p>
<p><b>NALP Level 3 Certificate in Paralegal Practice</b></p> <p>Standard Qualification Fee</p> <p>Associated Learner Fee</p> <p>Package Fee</p>	<p><b>£130.00</b></p> <p><b>£60.00</b></p> <p><b>£60.00</b></p>

<b>Total Fee for qualification per learner</b>	<b>£250.00</b>
<b>NALP Level 3 Diploma in Paralegal Practice</b>	
Standard Qualification Fee	<b>£170.00</b>
Associated Learner Fee	<b>£60.00</b>
Package Fee	<b>£70.00</b>
<b>Total Fee for qualification per learner</b>	<b>£300.00</b>
<b>NALP Level 4 Diploma in Paralegal Studies</b>	
Standard Qualification Fee	<b>£200.00</b>
Associated Learner Fee	<b>£60.00</b>
Package Fee	<b>£140.00</b>
<b>Total Fee for qualification per learner</b>	<b>£400.00</b>
<b>NALP Level 7 Diploma in Paralegal Practice</b>	
Standard Qualification Fee	<b>£240.00</b>
Associated Learner Fee	<b>£110.00</b>
Package Fee	<b>£150.00</b>
<b>Total Fee for qualification per learner</b>	<b>£500.00</b>
<b>Associated Learner Fees</b>	
<b>NALP Membership Fee</b>	
Affiliate Membership Fee (minimum for Level 3 and Level 4 Qualifications)	<b>£60.00</b>
Graduate Membership Fee (minimum for Level 7 qualifications)	<b>£110.00</b>
<b>Re-sit Fee</b>	
2 <sup>nd</sup> Attempt at any single assignment	<b>Free</b>
3 <sup>rd</sup> Attempt at any single assignment	<b>£20.00</b>
Referrals (up to 3 attempts)	<b>Free</b>
<b>Appeals and Marking Reviews</b>	
Stage 1 - Informal Review	<b>Free</b>
Stage 2 – formal appeal	<b>Free</b>
Stage 3 – Independent Review – Fee refundable if Appeal upheld	<b>£50.00</b>
<b>Package Fees</b>	
<b>Workbooks</b>	
NALP Level 3 Award in Paralegal Practice	<b>£50.00</b>

NALP Level 3 Certificate in Paralegal Practice	<b>£100.00</b>
NALP Level 3 Diploma in Paralegal Practice	<b>£150.00</b>
NALP Level 4 Diploma in Paralegal Studies	<b>£250.00</b>
NALP Level 7 Diploma in Paralegal Practice	<b>£150.00</b>
<b>NOTE:</b> the above workbooks are not available to purchase except when being purchased as part of a full qualification package.	