



National Association of
Licensed Paralegals

Tregarvon Studios, Rhiwlas, Ffair Rhos, Ystrad Meurig, Ceredigion, Wales SY25 6BN
info@nationalparalegals.co.uk
020 7112 8034

FEES (July 2026)

Mandatory Centre Fees	
Centre Application Fee (UK)	£480.00
Centre Application Fee (International)	£1,100.00
Includes:	
• Desk-based review of Centre Application • Advice and assistance on completion of the forms and provision of necessary evidence, etc. • Remote interviews with staff / management, as required • Other due diligence activities (e.g. Companies House check, credit check, etc.) • UK Centres Only – pre-approval visit and subsequent report for NALP Board consideration • International Centres – Staff time for pre-approval visit* and subsequent report for NALP Board consideration	
<i>Note: 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>	
Annual Reapproval Fee (UK Centres)	£480.00
Annual Reapproval Fee (International)	£1,100.00
Includes:	
• Standard External Quality Assurance visits (i.e. not related to an investigation or sanction) • Ad-hoc advice or assistance from NALP staff members, including processing of applications for Special Considerations and Reasonable Adjustments, etc.	
Administration	
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.	£18.00 Per hour

NALP Standard Qualification Fees February 2026

Postage and Packing Initial E-Certificate issued to Centre via the Centre Portal Initial Standard Certificate issued to single authorised address via Royal Mail Recorded Delivery (UK) (per certificate) Standard Certificate issue via Royal Mail (Tracked) (International) – charged as per Royal Mail tariff	Free £10.00 POA
External Quality Assurance (Standard Visits)	Free
External Quality Assurance (Investigation and Sanction) 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.	£420.00 per day
Certificates Qualification Certificate – first issue (E certificate only) Qualification or Unit Certificate – first issue – hard copy (by request only) Unit Certificate – first issue (E Certificate Only) Hard Copy Replacement Certificate (due to first being lost, destroyed or stolen) Replacement E-Certificate (due to original being lost, deleted, etc) Amended Hard Copy Certificate (due to Centre’s error during Learner registration) Amended E-Certificate (due to Centre’s error during Learner registration)	Free £12.50 Free £27.50 £15.00 £27.50 £15.00
Standard Qualification Fees	
The following fees include: • Learner Registration • Provision of Assignment papers (for each unit) • Marking of Assignment papers • 1 x Re-sit or 2 x Referral* (*Level 3 in Paralegal Practice only) • Issuing Results • Issuing Certificates (to a single authorised address)	
<u>NALP Level 3 Awards (single subjects) including:</u> NALP Level 3 Award in an Introduction to Law for Paralegals NALP Level 3 Award in Commercial Law for Paralegals NALP Level 3 Award in Legal Ethics & Responsibilities for Paralegals NALP Level 3 Award in Wills and Succession for Paralegals	

NALP Standard Qualification Fees February 2026

NALP Level 3 Award in Civil Litigation for Paralegals NALP Level 3 Award in Criminal Litigation for Paralegals NALP Level 3 Award in Conveyancing for Paralegals NALP Level 3 Award in Employment Practice for Paralegals NALP Level 3 Award in Consumer Rights & Remedies for Paralegals Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £100.00 £66.00 £39.00 £205.00
NALP Level 3 Award in Paralegal Practice WITHDRAWN 01/08/2024 Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £90.00 £66.00 £64.00 £220.00
NALP Level 3 Certificate in Paralegal Practice WITHDRAWN 01/08/2024 Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £135.00 £66.00 £74.00 £275.00
NALP Level 3 Diploma in Paralegal Practice WITHDRAWN 01/08/2024 Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £180.00 £66.00 £84.00 £330.00
NALP Level 4 Diploma in Paralegal Studies WITHDRAWN 01/04/2025 Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £240.00 £66.00 £174.00 £480.00
NALP Level 7 Diploma in Paralegal Practice Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	 £290.00 £121.00 £189.00 £600.00

NALP Standard Qualification Fees February 2026

STANDARD QUALIFICATION FEES FOR NEW QUALIFICATIONS	
Fees for Qualifications launched from 2024 include: • Learner Registration • Provision of Multiple Choice Question Assessment, delivered via Proctored Service (supplied by Victvs Ltd - https://www.victvs.co.uk/) • Provision of Assignment papers (for each unit) • Marking of Assignment papers • 1 x Re-sit (per assessment method, per unit) • Issuing Results • Issuing Certificates (E-certificate or hard copy to a single authorised address belonging to the Centre)	
NALP Level 3 Diploma for Paralegal Technicians Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	£200.00 £66.00 £109.00 £375.00
NALP Level 4 Diploma for Associate Paralegals Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	£260.00 £66.00 £199.00 £525.00
NALP Level 5 Diploma for Senior Associate Paralegals Standard Qualification Fee Associated Learner Fee Package Fee Total Fee for qualification per Learner	£290.00 £121.00 £189.00 £600.00
STANDARD QUALIFICATION FEES FOR END POINT ASSESSMENTS	
The Standard qualification fee for the NALP Level 3 Paralegal End Point Assessment (for the Level 3 Paralegal Apprenticeship Standard ST0245 Version 1.3) includes: Enrolment <u>Assessment 1</u> – Professional Discussion (underpinned by Portfolio of evidence) <u>Assessment 2</u> – Project Report and Presentation with question-and-answer session Results (including upload to the ESFA for Certification) Total Fee per End Point Assessment per Learner:	£1,500.00

NALP Standard Qualification Fees February 2026

The Standard qualification fee for the NALP Advanced Paralegal End Point Assessment (for the Level 5 Advanced Paralegal Apprenticeship version 1.0) includes: Enrolment <u>Assessment 1</u> – Professional Discussion (underpinned by Portfolio of evidence) <u>Assessment 2</u> – Project Report and Presentation with question-and-answer session Results (including upload to the ESFA for Certification) Total Fee per End Point Assessment per Learner:	£2,800.00
Associated Learner Fees	
NALP Membership Fee Affiliate Membership Fee (minimum for Level 3, Level 4, and Level 5 Qualifications) Graduate Membership Fee (minimum for Level 7 qualifications)	£66.00 £121.00
Re-sit Fee 2nd Attempt at any single assessment (MCQ or Assignment) 3rd Attempt at any single assignment (MCQ or Assignment) Referrals (up to 3 attempts in total, e.g. original plus 2 x referrals)* <i>*Only applies to Level 3 Award, Certificate & Diploma in Paralegal Practice</i>	Free £25.00 Free
Appeals and Marking Reviews Stage 1 – Informal Review – MCQ exam results review – fee refundable if appeal upheld Stage 2 – Formal appeal Stage 3 – Independent Review – fee refundable if appeal upheld	Free £40.00 Free £60.00
Package Fees	
Workbooks NALP Level 3 Award in a single subject NALP Level 3 Award in Paralegal Practice NALP Level 3 Certificate in Paralegal Practice NALP Level 3 Diploma for Paralegal Technicians NALP Level 3 Diploma in Paralegal Practice NALP Level 4 Diploma in Paralegal Studies NALP Level 4 Diploma for Associate Paralegals NALP Level 4 Diploma for Senior Associate Paralegals	£39.00 £64.00 £74.00 £109.00 £84.00 £174.00 £175.00 £180.00

NALP Standard Qualification Fees February 2026

NALP Level 7 Diploma in Paralegal Practice	£189.00
NOTE: the above workbooks are not available to purchase except when being purchased as part of a full qualification package. The fees for the workbooks do not include any assignments or examinations.	
Single Unit Fees	
The following fees include: • Learner Registration • Provision of Assignment papers (for the individual unit being taken) • Marking of Assignment papers • 1 x Re-sit • Issuing Results via Email NOTE: Successful completion of a single unit is not a recognised qualification	
NALP Level 4 Diploma in Paralegal Studies	£150.00
NALP Level 7 Diploma in Paralegal Practice	£180.00