



Get ahead with Chartered CILEX Paralegals

Our Chartered Paralegal route adds value to any organisation, providing clear regulation and standards for employees with significant legal knowledge and experience. Designed to meet employer needs, we'll help you provide your clients with reassurance while attracting and retaining successful legal professionals.

What is a Chartered CILEX Paralegal?

A Chartered Paralegal is a legal professional who has achieved a recognised level of work-based experience, legal knowledge and technical expertise within their field.

We've worked with employers to determine clear standards for Chartered Paralegals. They are both regulated and visible on a public register, providing reassurance on their level of expertise and quality of service for both your organisation and your clients.



Benefits of Chartered Paralegals to your organisation

1. Reward and retain talent

Recognising the talent and contribution of Chartered Paralegals within your organisation will result in more motivated and committed employees, reducing turnover and recruitment costs.

2. Greater transparency and reduced risk

With clear standards and a public register of Chartered Paralegals, both you and your clients will have confidence and clarity of the skills within the team, and the rates at which they are charged.

3. Become the employer of choice

Set yourself apart from the competition, attracting talented candidates across a broad range of skillsets and backgrounds.

4. Build talented and diverse teams

Create a legal team with a more diverse mix of roles and levels required for success, to better meet client needs and to demonstrate your commitment to EDI.

Application process and costs

The CILEX Experience Assessment (CEA) is a route to applying for Chartered Paralegal status, offering an alternative approach to traditional CILEX qualifications and exams. CEA assesses evidence which is submitted to demonstrate professional competence gained through work experience.

1. Employee completes the application form: The application asks the employee to demonstrate they have met the professional experience requirements through a series of questions linked to the duties and behaviours expected of a legal professional working at this level.

2. Employer validates professional experience submission: A referee or supervisor is asked to declare the information provided by the employee is accurate.

3. Interview with CILEX assessor: An interview will take place with the applicant to ensure a comprehensive understanding of the activities and behaviours evidenced in the application, and to confirm that the required competence level has been met.

Who can become a Chartered Paralegal?

A professional who has been working in a legal role for over 5 years and is able to demonstrate extensive legal knowledge and competence across key duties and behaviours.

If you have members of your team who don't yet have this level of experience, you can recognise them through CILEX Paralegal status, providing they have a minimum of 2 years of experience in a legal role.

What are the costs?

Chartered CILEX Paralegal Application Fee:	£1,575
Chartered CILEX Paralegal Annual Membership Fee:	£288
CILEX Paralegal Application Fee:	£945
CILEX Paralegal Annual Membership Fee:	£214

Discounts are available for group applications, please contact us to discuss.

Next steps

Talk to us to find out more about how we can help your business.

cilex.org.uk/businesses/