

State Authorization Reciprocity Agreement (SARA) Information for UNLV Continuing Education Paralegal Online Program

The Nevada System of Higher Education (NSHE) Board of Regents specifies the constitutional authority under which it was created in Article I Section I, and the institutions under NSHE include the University of Nevada, Las Vegas (UNLV). The entire NSHE Handbook is available online at: <https://nshe.nevada.edu/leadership-policy/board-of-regents/handbook/>. UNLV is accredited by the Northwest Commission on Colleges and Universities (NWCCU), which is recognized by the U.S. Secretary of Education. The state of Nevada is a member of the State Authorization Reciprocity Agreement (SARA) and UNLV is an approved SARA institution. SARA is an agreement that establishes a common set of standards for offering post-secondary distance education among member states. [Learn more about SARA and the benefits to students.](#)

Pursuant to the United States Department of Education (USDOE) State Authorization Regulations, the following information is provided to current students in the Paralegal Certificate Program:

Disclosures:

The University of Nevada, Las Vegas ("University") is authorized to deliver online classes in Nevada by virtue of its membership and compliance with SARA both as a state and as an institution.

The "University" has not had any adverse actions taken by a State or accrediting agency against this Continuing Education's online program.

The state of Nevada and most states in the U.S. (other than the ones listed below) do not have licensing or certification requirements to practice as a paralegal. However, the following states are known to require certification of paralegals:

Florida: <https://www.floridabar.org/about/paralegal/frp-program/>

North Carolina: <https://www.nccertifiedparalegal.gov>

Ohio: <https://www.ohiobar.org/cle-certification/certification/paralegal-certification/>

Also, the following states do not require licensing/certification unless a paralegal wants to own their own paralegal business and practice outside the supervision of an attorney:

Arizona: <https://www.azcommerce.com/small-business/checklist-items/additional-business-occupations-and-activities/legal-assistantlegal-document-preparerparalegal/>

California: https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=BPC&division=3.&title=&part=&chapter=5.6.&article=

Washington: <https://www.wsba.org/for-legal-professionals/join-the-legal-profession-in-wa/become-a-legal-technician>

Learn more about the Continuing Education's Refunds & Dropping or Withdrawing from Classes policy at: <http://continuingeducation.unlv.edu/registration-policies>

If you wish to file a complaint about a UNLV Continuing Education non-credit online class, the complaint process for students is outlined below.

SARA Complaint Process:

UNLV Continuing Education and the Division of Educational Outreach aims to resolve all student complaints in an expedient and fair manner. Students wishing to file a complaint should first exhaust all University resources. To file a SARA complaint, please click this link (<https://continuingeducation.unlv.edu/registration-policies>) for more information. The following are examples of SARA related complaints:

- Quality and integrity of the online course or program.
- Quality of academic services and support to online students.
- Accuracy of information regarding UNLV's accreditation.
- Accuracy of information regarding admission requirements for courses or programs, tuition, fees, refund policies, or financial assistance/aid.
- Accuracy of information regarding any transfer of course completion information from one institution to another.
- Accuracy of information regarding any coursework or programs meeting any relevant professional licensure or specialized accrediting bodies

Please allow up to 10 business days from the time your concern was submitted for a Continuing Education and/or Division of Educational Outreach representative to follow up with you.

In the event a satisfactory resolution is not reached at the "University" level regarding Continuing Education online classes, students are invited to follow-up with the Nevada System of Higher Education, Commission on Postsecondary Education: 8778 S. Maryland Parkway, Suite 115, Las Vegas, Nevada 89123. Phone: (702) 486-7330. FAX: (702) 486-7340.

The contact information for UNLV's accrediting body can be found on the NWCCU web site at <http://www.nwccu.org/contact/>

Should the issue regarding Continuing Education online classes and State Authorization Reciprocity Agreements not be resolved at the University and/or NV State level, students are invited to contact the State Agency in which students reside. Please visit UNLV's SARA website at <https://www.unlv.edu/learn-online/state-authorization>, choose your state and scroll to the bottom to view the contact information for your state.