

Paralegal 101 Practice Test (Sample)

Study Guide



Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. The power of a court to hear a case is called?**
 - A. Original jurisdiction**
 - B. Statute of limitations**
 - C. Jurisdiction**
 - D. Bench trial**

- 2. The first ten amendments to the U.S. Constitution are known as which term?**
 - A. Laws**
 - B. Bill of Rights**
 - C. Constitutional law**
 - D. Statute**

- 3. Which term is a national association of paralegal associations?**
 - A. National Federation of Paralegal Associations (NFPA)**
 - B. American Bar Association (ABA)**
 - C. American Association for Paralegal Education (AAfPE)**
 - D. Freelance Paralegal**

- 4. A national association of paralegal associations.**
 - A. National Federation of Paralegal Associations (NFPA)**
 - B. American Bar Association (ABA)**
 - C. American Association for Paralegal Education (AAfPE)**
 - D. Freelance Paralegal**

- 5. Which fee arrangement is commonly used when payment depends on the outcome of the case?**
 - A. Hourly rate**
 - B. Contingency fee**
 - C. Fixed fee**
 - D. Retainer**

- 6. Questions relating to the interpretation or application of the law are called?**
- A. Questions of law**
 - B. Substantive law**
 - C. Questions of fact**
 - D. Original jurisdiction**
- 7. Which standard, part of the Model Penal Code, requires lack of either the ability to understand right from wrong or to control behavior?**
- A. Duress**
 - B. Void for vagueness**
 - C. Substantial capacity test**
 - D. Entrapment**
- 8. A requirement that a party fulfill his or her contractual obligations is known as what remedy?**
- A. Injunction**
 - B. Equity**
 - C. Specific performance**
 - D. Preemption**
- 9. What term describes restraining a person's freedom and charging them with a crime?**
- A. Warrant**
 - B. Arrest**
 - C. No-knock warrant**
 - D. Plain view doctrine**
- 10. Which jurisdiction arises when parties are citizens of different states and the amount in controversy exceeds a threshold?**
- A. Diversity jurisdiction**
 - B. Federal question jurisdiction**
 - C. Concurrent jurisdiction**
 - D. Removal**

Answers

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1. C
2. B
3. A
4. A
5. B
6. A
7. C
8. C
9. B
10. A

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Explanations

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1. The power of a court to hear a case is called?

- A. Original jurisdiction**
- B. Statute of limitations**
- C. Jurisdiction**
- D. Bench trial**

Jurisdiction is the authority of a court to hear and decide a case. It covers the court's power to hear matters in general, including aspects like subject-matter, personal, and territorial reach. The term describes who can sue where and what kinds of cases a court can adjudicate. Original jurisdiction is a specific type of authority—the court's first-hand power to hear certain cases in the initial proceeding—but it's a subset of jurisdiction, not the general concept itself. The statute of limitations is a time limit for filing claims, which can affect whether a case can be heard at all, but it isn't the court's power to hear. A bench trial is a trial conducted by a judge, not a description of the court's authority.

2. The first ten amendments to the U.S. Constitution are known as which term?

- A. Laws**
- B. Bill of Rights**
- C. Constitutional law**
- D. Statute**

The term for the first ten amendments to the U.S. Constitution is the Bill of Rights. This name identifies a specific, named collection added to the Constitution to protect fundamental liberties—things like freedom of speech, religion, and due process. These amendments are part of the Constitution itself, not a separate statute or general laws passed by a legislature, which is why terms like "Laws" or "Statute" don't capture their special status. "Constitutional law" describes the broader field that covers the interpretation and application of the Constitution, including its amendments, but the exact label for this set is the Bill of Rights.

3. Which term is a national association of paralegal associations?

- A. National Federation of Paralegal Associations (NFPA)**
- B. American Bar Association (ABA)**
- C. American Association for Paralegal Education (AAfPE)**
- D. Freelance Paralegal**

The idea being tested is identifying the organization that acts as a national umbrella for paralegal associations. The National Federation of Paralegal Associations is designed to unite state and local paralegal groups, providing a nationwide framework for standards, ethics, continuing education, and professional collaboration. That makes it the correct fit for "a national association of paralegal associations." The American Bar Association is a broad organization for lawyers and legal professionals, not specifically a federation of paralegal associations. The American Association for Paralegal Education focuses on paralegal education programs rather than serving as a national umbrella for associations. A Freelance Paralegal refers to an individual practitioner, not an association.

4. A national association of paralegal associations.

A. National Federation of Paralegal Associations (NFPA)

B. American Bar Association (ABA)

C. American Association for Paralegal Education (AAfPE)

D. Freelance Paralegal

This question tests identifying the national umbrella for paralegal associations. The National Federation of Paralegal Associations brings together multiple paralegal organizations under one national body to share resources, set standards, and promote the profession. The American Bar Association is the large national bar association for lawyers, not a federation of paralegal associations. The American Association for Paralegal Education focuses on paralegal education programs and resources rather than serving as an umbrella for associations. A freelance paralegal describes an individual practitioner, not an association. So the best fit for a national association of paralegal associations is the National Federation of Paralegal Associations.

5. Which fee arrangement is commonly used when payment depends on the outcome of the case?

A. Hourly rate

B. Contingency fee

C. Fixed fee

D. Retainer

Contingency fee. This type of arrangement has the attorney's pay depend on winning or reaching a settlement, which is why it's commonly used in civil cases where clients may not be able to pay hourly fees upfront. The lawyer typically receives a percentage of the recovery if there is a win or favorable settlement, and if there isn't a recovery, the attorney may receive little or nothing, depending on the contract. This aligns the lawyer's incentives with achieving a favorable outcome for the client. Costs and expenses are often handled separately—advances or reimbursements may be charged from the recovery, if any. Other fee structures—charging by the hour, a fixed fee for a defined service, or an upfront retainer—do not depend on the case's outcome.

6. Questions relating to the interpretation or application of the law are called?

- A. Questions of law**
- B. Substantive law**
- C. Questions of fact**
- D. Original jurisdiction**

Questions relating to the interpretation or application of the law are called questions of law. This means the issue is about what a statute, constitution, contract, or regulation means and how it should be applied to the facts of the case. For example, deciding whether a statute prohibits a certain action is a question of law because it involves legal interpretation. By contrast, questions of fact ask about what actually happened—things like whether a contract was breached or whether a witness was credible—areas that the judge or jury determines based on the evidence presented. Substantive law deals with rights and duties themselves, not the act of interpreting them, and original jurisdiction concerns which court has the authority to hear a case first. When a case reaches an appellate court, questions of law are typically reviewed de novo, meaning the higher court reconsiders them anew, while questions of fact are given deference to the trial court's findings.

7. Which standard, part of the Model Penal Code, requires lack of either the ability to understand right from wrong or to control behavior?

- A. Duress**
- B. Void for vagueness**
- C. Substantial capacity test**
- D. Entrapment**

The Model Penal Code uses a substantial capacity standard for insanity. It asks whether, due to a mental disease or defect, the defendant lacked substantial capacity to either understand the wrongfulness of their conduct or to conform their conduct to the law. If that lack of substantial capacity existed, the person may be found not responsible by reason of insanity. This differs from duress (crime committed under threat), void for vagueness (a constitutional challenge to unclear statutes), and entrapment (government induces the crime).

8. A requirement that a party fulfill his or her contractual obligations is known as what remedy?

- A. Injunction**
- B. Equity**
- C. Specific performance**
- D. Preemption**

Specific performance is an equitable remedy that requires a party to perform exactly as promised in the contract. It's used when simply paying money wouldn't make the non-breaching party whole—for instance, when the contract concerns real estate or a unique item where no monetary payment could substitute for the actual property or outcome. This remedy focuses on compelling the act of performance rather than awarding damages. An injunction, by contrast, stops someone from a particular action, not from completing a contract. Equity is the broader category of non-monetary remedies, of which specific performance is one tool. Preemption isn't a remedy at all in this context. So the described need—to compel fulfillment of contractual duties—best fits specific performance.

9. What term describes restraining a person's freedom and charging them with a crime?

- A. Warrant**
- B. Arrest**
- C. No-knock warrant**
- D. Plain view doctrine**

Taking someone into custody and charging them with a crime is an arrest. An arrest is the act that restrains a person's freedom of movement and initiates the criminal process by bringing them before a court. It can be done with a warrant or without one, as long as there is probable cause to believe the person committed a crime. A warrant is simply a judicial order authorizing a specific action, such as an arrest or a search, and is not the act of restraining someone by itself. A no-knock warrant is a type of warrant that permits entering without prior announcement in certain circumstances, but it is still a warrant, not the act of arrest. The plain view doctrine relates to when evidence in plain sight can be seized during a lawful stop or search, not to restraining someone or charging them with a crime.

10. Which jurisdiction arises when parties are citizens of different states and the amount in controversy exceeds a threshold?

- A. Diversity jurisdiction**
- B. Federal question jurisdiction**
- C. Concurrent jurisdiction**
- D. Removal**

Diversity jurisdiction is triggered when parties are citizens of different states and the amount in controversy exceeds the statutory threshold. This form of federal subject matter jurisdiction requires complete diversity—every plaintiff must be from a different state than every defendant—and an amount in controversy above the limit (currently \$75,000). When these conditions are met, a federal district court can hear the case even if the claims are purely state-law. This differs from federal question jurisdiction, which exists when the claim itself arises under federal law; concurrent jurisdiction refers to cases that could be heard in either court, and removal is the process of moving a case from state court to federal court, not the basis for jurisdiction itself.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://paralegal101.examzify.com>

We wish you the very best on your exam journey. You've got this!

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