

# Undergraduate Certificate - Paralegal Studies

The undergraduate certificate in Paralegal Studies focuses on legal terminology, research, writing, legal theory, and legal concepts. Employers such as law firms, businesses with legal departments, government agencies, and nonprofits require skilled employees with legal expertise, critical thinking skills, and analytical skills. Knowledge gained in this program is useful in professions requiring an understanding of law and the court system. This online certificate is intended for undergraduate students who want to expand their paralegal skills without committing to a degree program.

## Certificate Objectives

Upon successful completion of this certificate, the student will be able to:

- Apply legal research methods and techniques that are used in the practice of law.
- Develop skills in legal reasoning, identifying and effectively using legal resources, and writing legal documents.
- Evaluate the importance of secondary sources in legal research.
- Describe the primary rules and sources and roles of each in legal research.
- Distinguish how advice, persuasion, and advocacy enter into legal research.
- Demonstrate knowledge of the nature and function of the law and the application of critical thinking and analytical skills.
- Comprehend and describe what a paralegal is and how one fits into the legal system.

## Certificate Requirements (24 semester hours)

Code	Title	Semester Hours
LSTD100	Introduction to Law for Paralegals	3
LSTD201	Litigation	3
LSTD202	Real Estate Law	3
LSTD203	Criminal Law and Procedure for the Paralegal	3
LSTD205	Legal Research and Writing	3
LSTD207	Civil Practice and Procedure	3
LSTD210	Legal Ethics	3
LSTD300	Administrative Law and Policy	3
Total Semester Hours		24