



Paralegal Training Program Certificate

Continuing Education

Non-Credit
Online 160 hours

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Program Description

This state-of-the-art paralegal home training course, through which the student may quickly and easily learn this complex, prestigious and fascinating discipline, was developed by a battle-tested paralegal and then edited and rendered into its final form by educators who innovated an "accelerated instruction mental technology" for multilevel learning and retention. It is a fast-track program and should take about 5 to 6 months to complete.

(OPTIONAL/NOT REQUIRED) You can add a legal transcription dictation module for \$299. This consists of 5 hours of legal dictation and the on-line keys to check your work. You will need a cassette transcriber for these dictations, which you can find in various places around the net, both new and reconditioned, for reasonable prices.

Admission Requirements

Basic computer skills
Access to the internet

Curriculum

- Topics Covered in Section I
- The Profession and The Law
 - The Court System
 - Civil Litigation
 - The Law Office
 - Interviewing and Investigation
 - Legal Writing, Research and Citation
 - Internet References
 - Bankruptcy Law, Business Law
 - Contracts Law, Family Law
 - Torts and Tortfeasors, Litigation
 - Criminal Law
 - Real Estate Law
 - Wills

Program Fees

Tuition & Fees	\$1299
Books	
Other fees	
Total	\$1299

Career Potential

The career outlook is good. Many opportunities exist for paralegals to specialize in various types of law, such as real estate, criminal, family, personal injury, business, etc., and job opportunities are steadily increasing.