



“I highly recommend this program to any paralegal who wants to **increase their competitiveness** in the job market”

—Rachel Eckhardt, Paralegal Studies Graduate

PARALEGAL STUDIES

About Our Program

Whether you’re currently working in the legal profession, or are seeking to enter this dynamic field, our *Paralegal Studies Certificate Program* provides the training you need to become a more effective and marketable paralegal. Our curriculum, which aligns with the California Business & Professionals Code for paralegal education, is taught by working lawyers and judges; providing you with a set of core, transferrable skills that law firms are looking for.

Program Features

- **Veteran Instructors**—Learn from practicing attorneys and judges who understand the realities of today’s legal environment
- **Convenience**—The program is offered online (a ground course is offered during the summer in Sacramento) and can be completed in six months
- **English and Spanish Materials**—Lecture notes and course exercises are available in Spanish (exams must be taken in English)
- **Immediate Return on Investment**—Learn practical, paralegal-specific skills that you can apply immediately to your job or feature on a resume

INDUSTRY FACTS

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California employs the most paralegals in the country

—U.S. Bureau of Labor Statistics, 2016

Information

Have questions regarding the *Paralegal Studies Certificate Program*? Don’t hesitate to contact us!

CALL – (800) 752-0881

EMAIL – businessinfo@ucdavis.edu

WEB – www.extension.ucdavis.edu/paralegal



Program Outline

21 quarter units academic credit, X425.1

Introduction: Program Essentials

Explore legal ethics, terminology, research and writing, pleading preparation, trial preparation, client management and other essential paralegal skills.

Advanced Topics

Build upon the introductory portion with more in-depth study of those topics as well as advanced research techniques using LexisNexis and Westlaw.

California Procedures for Paralegals

Explore litigation procedures in the state courts of California, from both an academic, as well as a law practitioner's point of view.

Tort Law for Paralegals

Gain an understanding of laws pertaining to personal injury, product liability and malpractice. Analyze negligence, breach of duty, causation and damages, liability issues and defenses, and malpractice.

Contract Law for Paralegals

Focus on the specialized skills of contract drafting, analysis and litigation. Learn about remedies for non-performance (i.e., breach of contract) and third party contracts.

WHAT OUR STUDENTS SAY

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"The instructors are excellent. I particularly appreciated their efforts to ensure students truly grasped the concepts taught."
—Nanci Henning, Paralegal Studies Graduate

Want more student testimonials, course details and other information regarding Paralegal Studies? Check us out online!

www.extension.ucdavis.edu/paralegal



PARALEGAL SPECIALIST PROGRAMS

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Refine your expertise as a paralegal professional with our topic-specific programs. These programs expand career opportunities and empower you as a paralegal.

Choose from 22 different programs and build your knowledge in such areas as business, family, employment or immigration law. To enroll, applicants must have a certificate or degree in paralegal studies, or a combination of a college degree in any area of study and work experience.

For additional information about these programs, please visit:

extension.ucdavis.edu/paralegalsp