



**WEIGH
YOUR
OPTIONS.**

**IT'S SMOOTH
SAILING AHEAD
WITH A NEW
CAREER.**

LAW &
FORENSICS

PARALEGAL

CERTIFICATE PROGRAM

“I was able to achieve professional growth in the field and became a valuable asset to our law firm. Furthermore, the learning experience empowered me to continue and strive for an even better position-- that of a certified legal assistant.”

– Dana Fischel

UCR
EXTENSION

www.extension.ucr.edu

PARALEGAL

CERTIFICATE PROGRAM

LEARN THE LANGUAGE OF LAW

Keep the law on your side as you weigh the evidence and benefits of becoming a paralegal at UCR Extension. The facts: Paralegals conduct important research to ensure that lawyers know all the facts. They perform a range of legal tasks to help lawyers prepare for closings, hearings, trials, and corporate meetings. You will find paralegals in all types of organizations, from law firms and corporations to government and nonprofit offices. UCR Extension instructors are experienced judges, attorneys, and paralegals who undergo a rigorous academic approval process.

Established in cooperation with the UC Davis School of Law, the UCR Extension Paralegal Certificate program is approved by the American Bar Association. The program consists of an intensive curriculum combining legal theory with the practical skills required of paralegals. Program participants receive a quality and challenging legal education.

Don't deliberate any longer! If you have a desire to enter the legal field or are already in a legal environment, enroll in this esteemed program today. You'll know beyond a reasonable doubt that you've made the right choice for your career!

Note: College-level coursework is required for admission into this program. Visit the UCR Extension Web site for further details.

ADMISSION

Take individual courses or fulfill all of the requirements to earn your UCR Extension certificate. Whichever you choose, you will gain the personal power that comes through learning new skills. Be assured that you are receiving education that is backed by the UC tradition of excellence.

APPLICATION FOR CANDIDACY

To earn a UCR Extension certificate, you must establish your candidacy by filing an application along with a nonrefundable application fee. We recommend you do this before the third course. Apply in person at the UCR Extension office or online at www.extension.ucr.edu/certificates.

PREREQUISITES

Bachelor's or Associate's degree from an accredited postsecondary institution or have completed a minimum of 40 semester units (or 59 quarter units) of college coursework. For information on additional requirements, visit www.extension.ucr.edu.

WHAT YOU'LL LEARN

- Fundamentals of law and the legal profession, including the American legal system, federal and California court systems, and administrative law.
- Skill in Legal Research and writing.
- State and local rules, laws, procedures and ethical considerations involved in litigating civil lawsuits.
- Ethical rules and guidelines applicable to legal professionals.
- Basic tort laws relating to the formation of contracts.

HOW TO EARN THIS CERTIFICATE:

Complete 24 units of required courses and 7 units of electives, all with a grade of C or better.

FUNDAMENTALS OF LAW FOR THE LEGAL PROFESSIONAL 4 UNITS

LEGAL RESEARCH AND WRITING I 4 UNITS

LEGAL RESEARCH AND WRITING II 4 UNITS

CIVIL PROCEDURE 4 UNITS

ETHICS FOR THE LEGAL PROFESSIONAL 2 UNITS

TORT LAW 3 UNITS

CONTRACT LAW 3 UNITS

7 UNITS OF ELECTIVES (SEE WEB SITE)

- Usual completion time: 15 months.
- Program Investment: \$6,125-\$6,500

ALSO OF INTEREST

- You may take individual classes without being enrolled in the certificate program.
- Classes are scheduled year-round with varying start dates.

PROGRAM INFORMATION

Prices, requirements and courses are subject to change. For the most up-to-date information contact us at:

UNIVERSITY OF CALIFORNIA RIVERSIDE EXTENSION

Phone: (951) 827-5804

E-mail: justice@ucx.ucr.edu

Web site: www.extension.ucr.edu

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MORE
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TO YOU

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