

Paralegal Studies

Bachelor of Science

NOVA SOUTHEASTERN UNIVERSITY

AT A GLANCE

The average class size of 22 students allows for individual attention from professors.

The Dual Admission Program reserves a seat for exceptional students in a graduate or professional school program on acceptance into the undergraduate program.

The Undergraduate Honors Program presents specially designed courses and events to students ready for more in-depth and unique learning experiences.

Students can present their academic and creative work to the public through the *Farquhar Student Journal*, *Digressions*, and the Undergraduate Student Symposium.

The Performing and Visual Arts Wing in the University Center provides an outstanding new home for the performing and visual arts in South Florida.

Travel study courses take students around the world—from Italy to the Galapagos and from Baja to Budapest—all for course credit.

Guest lecturers and faculty members share their expertise in the Distinguished Speakers Series and the Faculty Lecture Series.

B.S. in Paralegal Studies

The paralegal studies major is approved by the American Bar Association. A paralegal, as defined by the American Bar Association, is “a person qualified by education, training, or work experience, who is employed or retained by a lawyer, law office, corporation, governmental agency, or other entity, and who performs specifically delegated substantive legal work for which a lawyer is responsible.” The goal of this program is to prepare students for entry-level paralegal positions in the common areas of law practice. Paralegals are nonlawyers, and therefore, are prohibited from the unauthorized practice of law. This program trains paralegals, and is not a program for training lawyers or legal administrators. The paralegal studies major offers substantive legal knowledge and applications of this knowledge to tasks routinely performed by paralegals. Students utilize software that is used in most offices dealing with law-related issues.

Graduates of this major will be able to

- maintain a knowledge base of law, with specific emphasis on torts, contracts, wills and trusts, civil procedure, litigation, family law, business organizations, real estate, and criminal law
- apply effective interpersonal skills to interact with clients, attorneys, judges, court personnel, and coworkers
- categorize, organize, prioritize, and evaluate complex factual and legal issues
- research and find statutes, cases, and other primary source material and draft legal documents

Paralegals perform many vital and useful functions for law firms, the business community, and government agencies. Some services that paralegals perform are research and investigation, document preparation and organization, client interviewing, real estate work, litigation support and assistance, and law office management.



Course of Study

120 credits are required to graduate, including 30 credits of general education.

Major course requirements include

LEGS 1150	Introduction to Law and the Legal Profession
LEGS 2100	Legal Research and Writing I
LEGS 3050	Criminal Law and Procedure
LEGS 3210	Computer Applications for the Legal Profession
LEGS 3260	Real Estate Practice I
LEGS 3300	Torts and Civil Litigation
LEGS 3360	Wills, Trusts, and Estates I
LEGS 3400	Business Relations and Organizations
LEGS 3550	Family Law
LEGS 4110	Legal Research and Writing II
LEGS 4270	Real Estate Practice II
LEGS 4310	Advanced Litigation
LEGS 4370	Wills, Trusts, and Estates II
LEGS 4410	Corporate Regulation and Change
SPCH 1010	Public Communication
	OR
SPCH 2020	Argument and Debate

Courses are taught by judges and attorneys licensed by the Florida Bar.

Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, Telephone number: 404-679-4501) to award associate's, bachelor's, master's, educational specialist, and doctoral degrees. ■ Nova Southeastern University admits students of any race, color, sexual orientation, and national or ethnic origin.

Admissions
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Fort Lauderdale, Florida 33314-7796
www.nova.edu/admissions
(954) 262-8000 • 800-338-4723
admissions@nsu.nova.edu

Division of Social and Behavioral Sciences
www.undergrad.nova.edu/sbs
(954) 262-7941 • 800-757-7257

09-173-08RJC

Words from a Paralegal Studies Professor

"The instruction our students receive from judges and lawyers who teach in our program provides them with real-world experience. This prepares students not just for a job, but for a profession in the highly competitive legal field. Employers can be assured that when they hire an NSU paralegal studies graduate, they are hiring an educated professional."

—Jessica Garcia Brown, LL.M., Assistant Professor

Words from a Paralegal Studies Student

"The Paralegal Studies Program at NSU is more advanced than at other schools. I believe that being an ABA-approved program makes it more appealing to employers. The personal nature of the classes helped me grasp the information better. This program also gave me the hands-on experience I will need in the field."

—Rachel Silva

The Division of Social and Behavioral Sciences

Majors:

- Applied Professional Studies
- Criminal Justice
- Paralegal Studies
- Psychology
- Sociology

Minors:

- Anthropology
- Counseling
- Criminal Justice
- Dispute Management and Resolution
- Family Studies
- Forensic Psychology
- Paralegal Studies
- Psychology
- Sociology
- Substance Abuse Studies