

# Introduction to Paralegal Studies

## \*New\* Certificate Program

### *Course Description*

This online paralegal certificate program is an excellent option for students seeking a fast-track training for legal support and paralegal studies. As a vital part of the American legal process, paralegals are responsible for a significant amount of preparation work for the courtroom and other legal proceedings. This course will provide students with the necessary skills employers feel paralegals need to function in a high-tech job market.

Among the matters covered in the course are legal processes, court structures, legal research, document preparation, and file maintenance. Students will be introduced to paralegal involvement in real estate law and forms, personal injury, wills, estates and civil litigation.

**Required Text:** Thomas F. Goldman, Henry R. Cheeseman (2022). *The Paralegal Professional*. Sixth ed.: Pearson Publishing.



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**10 weeks of on-line  
Intensive Instruction**

**Summer 2022**

**Dates TBA**

**Times TBD**

**Cost: \$1350.00**

**50 contact hours**



**For additional details contact:  
Virginia Beach Higher  
Education Center  
1881 University Drive  
Virginia Beach, VA 23453  
Phone: 368-4150  
Register on-line at  
[www.nsu.edu/vbhec/](http://www.nsu.edu/vbhec/)**



*There will be a mandatory in-person orientation in Classroom 131 at the Higher Education Center on August 23 at 6:30 PM.*