



**Bachelor of Science in**

# **LEGAL SUPPORT AND SERVICES**

**Come Back Stronger, Ready to Move Your Legal Career Forward**

This is your time. Your moment. Earn your bachelor's degree and prepare for a career in a wide range of fields within — or far beyond — the law firm. Corporations, insurance companies, consulting firms, and health care institutions are just a few types of employers who rely on legal support and services staff. Gain a solid understanding of legal theory and practice, broad-based knowledge of the law, and the practical skills you'll need for the next stage of your life and career.<sup>1</sup>



# Why Study Law at Purdue Global?

## **Built for Working Adults**

Complete courses online, without compromising your work or family schedule.

## **Backed by the Power of Purdue**

Earn a degree you can be proud of — and one that employers will respect. Achieve more in the legal field with a name that opens doors in your career.

## **Your Experience Counts as College Credit**

It's time to get the recognition you deserve. Transfer up to 75% of your degree requirements to graduate sooner and save on tuition.<sup>2</sup>

## **Affordable Tuition**

You can lower the cost of your education through military tuition reductions, employer reimbursement options, transfer credit, and more.<sup>3</sup> Our average bachelor's graduate saves 50% on tuition with credit for prior learning.<sup>4</sup> You're worth the investment.

## **Expert Faculty**

Learn from legal practitioners with the real-world experience to know what it takes to advance in the field. All faculty possess advanced academic degrees and relevant industry credentials.

## **Personal Support**

Work directly with faculty through online discussion boards and seminars, and enjoy no-cost individual tutoring. In addition, academic and career advisors are dedicated to helping you balance school with your career and life responsibilities.

## **Introductory Trial Period**

Make sure online learning at Purdue Global is right for you. Enroll in the University and try our classes for 3 weeks — before you owe any tuition. That's the Purdue Global Commitment.<sup>5</sup>

## **Nationally Ranked and Respected**

Purdue Global is part of the respected Purdue University system. One of the most prestigious research universities in the world, Purdue is ranked #16 most innovative company in the world alongside Open AI, NASA, and Microsoft.<sup>6</sup>

# Take the Next Step in Your Education and Career

## **Paralegal Concentration Option**

Choose our paralegal concentration to build a career in this high-demand field.<sup>7</sup> Graduates may also be eligible to sit for professional industry certifications.<sup>8</sup>

## **Gain the Practical Knowledge and Skills That Employers Demand**

- Demonstrate understanding of theories, elements, and principles of law such as justice, natural law, civil rights, and the social contract between a citizen and the government.
- Research relevant primary and secondary legal sources in electronic and print media and apply them to specific fact scenarios using prescribed analysis and argument.
- Apply investigative techniques to support the development of a legal argument.
- Incorporate legal principles and research data to the analysis of real-world social, political, and economic issues.
- Develop skills in legal research and legal writing and competencies related to many legal support positions.
- Exhibit professionalism while assisting with legal proceedings or investigations, preparing documents, managing technology, and researching legal issues.

## **Get a Head Start on Your Master's Degree**

Complete your master's degree sooner with a graduate program pathway. It weaves graduate-level courses into your bachelor's program, giving you a jump on your master's degree requirements. You'll save on time and tuition compared with finishing both programs separately.

Plus, your degrees don't have to be in the same fields. You can customize your academic journey to support your career goals and interests. To learn more, view the University Catalog or connect with an Advisor.<sup>9</sup>

# Curriculum

The comprehensive curriculum provides a well-rounded academic foundation that emphasizes analytical thinking, reading comprehension, and communication skills. All courses are reviewed and revised continually by industry experts to ensure they reflect the most recent developments in the field.

## Course Topics Include:

- Legal technologies
- Law and legal profession
- American jurisprudence
- Legal research and writing
- Legal ethics
- Law and society
- Business law
- Legal philosophy
- Alternative dispute resolution

## Tracks of Study

**Paralegal:** Complete courses in litigation, criminal law, and administrative law, and law office management.

**Standard:** Specialize your degree by choosing the electives that best support your career goals.

## Capstone Project

The program culminates in a final capstone project, which gives you the opportunity to apply the skills and concepts you study online to real-world legal issues.

## Program Detail

**Credit Hours:** 180

**Completion Time:** 2–4 years (With transfer credit and other prior experience, the average completion time for Purdue Global bachelor's degree graduates in 2021–2022 was 2.1 years.)<sup>10</sup>

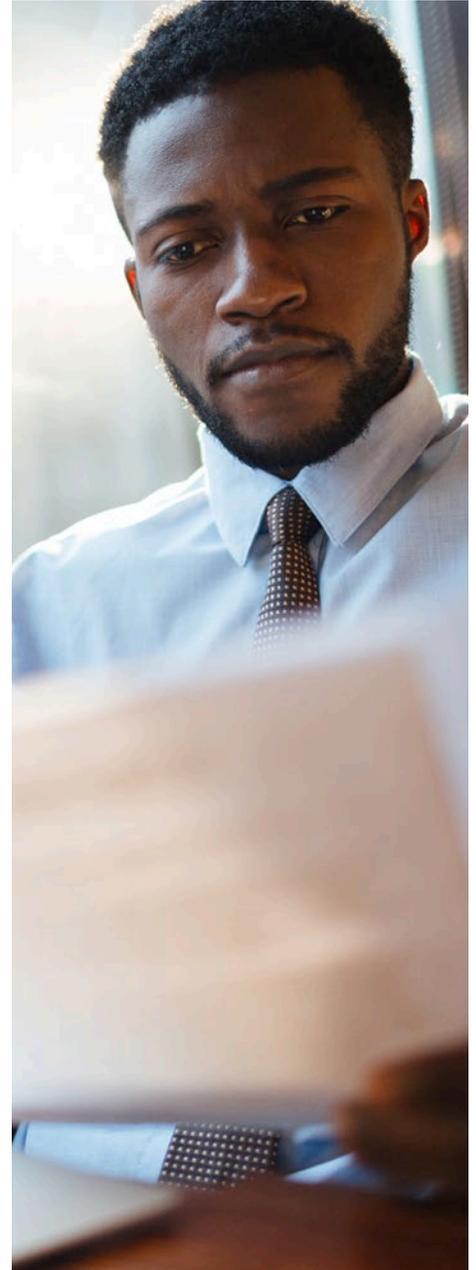
**Course Load:** 2–3 per term

**Terms:** 10 weeks long

**Start Dates:** Throughout the year

## Additional Programs

- Master of Science in Legal Studies
- Master of Public Administration
- Juris Doctor — Purdue Global Law School
- Executive Juris Doctor — Purdue Global Law School



# Career and Networking Opportunities

## Industry Outlook<sup>7</sup>

- About 38,000 new jobs for paralegals and legal assistants are projected each year through 2032.
- A strong demand for many more paralegals and legal assistants is expected, as businesses create in-house legal departments; as litigation rises; and as law firms try to increase the efficiency of legal services and reduce their expenses.

## Career Pathways and Outcomes<sup>11</sup>

### Roles

- Title examiner
- Legal secretary
- Paralegal or legal assistant
- Legal analyst
- Judicial administrative assistant
- Litigation assistant

### Industries

- Legal
- Business
- Government
- Health care
- Banking
- Real estate
- Service
- Many more

## Center for Career Advancement

Our team of Career Specialists connects you with job and networking opportunities, and offers the following assistance:

- Career assessment/exploration
- Resume and cover letter review
- Interview preparation/mock interviews
- Portfolio development to showcase your skills
- Assistance in building an online presence
- Job search and networking support
- Virtual career fairs
- 24/7 online access to job openings and career development tools

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**Purdue Global Law Society** seeks to promote the engagement of students in understanding and participating in key legal issues involving justice, public policy, and environmental law and policy.

## Accredited by the Higher Learning Commission

Purdue Global is accredited by the Higher Learning Commission (HLC). The HLC (HLCommission.org) is an institutional accreditation agency recognized by the U.S. Department of Education.

## Military Friendly

We offer reduced tuition rates for servicemembers, veterans, and spouses.

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**Contact an Admissions Advisor at 844-PURDUE-G or visit [PurdueGlobal.edu](https://PurdueGlobal.edu).**

### IMPORTANT INFORMATION: PLEASE READ

For comprehensive consumer information, visit [info.purdueglobal.edu](https://info.purdueglobal.edu).

1 Paralegals are not lawyers and cannot practice law or give legal advice. Graduates are not authorized to practice law and will not be eligible to sit for any state's bar examination. This program was not designed to meet any state-specific requirements for licensure or certification. Refer to [licensure.purdueglobal.edu](https://licensure.purdueglobal.edu) for state-specific licensure information.

2 Purdue Global does not guarantee transferability of credit. See the University Catalog for the Prior Learning policy.

3 May not be combined with other Purdue Global tuition reductions or ExcelTrack® pricing.

4 Purdue Global online bachelor's degree students who graduated in 2021-2022 and applied eligible prior learning (transfer, experiential, or credit by exam) credits saved an average of \$34,000 toward the total degree. Campus tuition and prior learning savings vary by location. Savings based on overall cost of completion without prior learning credit. Calculation based on total prior learning credit times standard cost per credit in student's program of study. Individual savings will vary. Calculation includes campus and military students. Purdue Global does not guarantee transferability of credit. See University Catalog for the Prior Learning Assessment policy. Source: Office of Reporting and Analysis, July 2022. 2021-2022 academic year.

5 Students who inform Purdue Global they do not wish to pursue the program during the 3-week trial will not be charged. Students who choose to continue at Purdue Global will be billed for the full first term's tuition, including the 3-week trial, and will need to meet other specific requirements. Classes will be applied toward a degree if satisfactorily completed and students select to continue their studies at Purdue Global. No credits are earned if the student withdraws during the introductory period (3 weeks for new qualifying undergraduate students), which begins day one of the first term. Graduate programs and BS in Professional Flight not included. Additional terms may apply to international and non-U.S. citizen students. For further information, see the University Catalog.

6 Source: <https://www.fastcompany.com/most-innovative-companies/list>. Ranking applies to Purdue University West Lafayette and not to Purdue Global.

7 Source: U.S. Department of Labor, Bureau of Labor Statistics, Occupational Outlook Handbook, Paralegals and Legal Assistants, Legal Occupations. National long-term projections may not reflect local and/or short-term economic or job conditions, and do not guarantee actual job growth.

8 Students are responsible for understanding the requirements of optional certification exams. The University cannot guarantee students will be eligible to sit for or pass exams. In some cases, work experience, additional coursework beyond the Purdue Global program, fieldwork, and/or background checks may be necessary to be eligible to take or to successfully pass the exams.

9 Estimated graduation date is based on the assumption that you will enroll in time to begin classes on the next upcoming start date, will remain enrolled for each consecutive term, and will maintain satisfactory academic standing in each term to progress toward completion of your program. Completion time is based on a full-time schedule. Programs will take longer for part-time students to complete.

To start a Graduate Program Pathway, students should consult with their Student Advisor to confirm eligibility. Not all Graduate Program Pathways are available on all tracks, and some may require students to meet academic standards to continue taking graduate courses in their bachelor's degree program. Visit the University Catalog for more information.

10 The average completion time for Purdue Global online bachelor's degree students who graduated in the 2021-2022 academic year was 2.1 years. Source: Purdue Global Office of Reporting and Analysis, July 2022.

11 Purdue Global does not guarantee employment or career advancement. Additional training or certification may be required. In addition, job titles and responsibilities may vary from organization to organization.