

# Career Development Center www.sju.edu/careers

**LEGAL STUDIES** 

**COLLEGE OF PROFESSIONAL AND LIBERAL STUDIES** 

#### WHY MAJOR IN LEGAL STUDIES?

It's in the nature of Saint Joseph's graduates to pursue the greatest good—to expect more of themselves, their peers and their education. Grounded in ethics and designed to meet American Bar Association standards, the legal studies major prepares students to make a difference in their careers and in the field.

#### **Career Opportunities**

The paralegal profession is a demanding career, where the ability to analyze information and provide solutions to clients is critical to success. The legal studies major is dedicated to those who have a passion for the law—whether as a future paralegal, or in pursuit of a career supporting counsel in firms, legal departments or government. Upon completion of the program, students can receive a paralegal certificate in addition to the bachelor's degree.

### **Skill Sets Acquired**

Coursework is immediately applicable to everyday work in the field—analyzing problems, researching solutions and presenting persuasive arguments on paper and in person. Saint Joseph's recognizes that many students are working toward career goals while taking courses, and looking for opportunities to earn academic credit for work experience. Because Saint Joseph's legal studies is grounded in a liberal arts education, previous college coursework is more likely to transfer toward the degree, integrating it into the specialized legal studies work to make an immediate impact in the workplace.

# LEARN MORE ABOUT THE LEGAL STUDIES MAJOR:

University Catalog: A list of all required courses for the major is available online at

http://www.sju.edu/int/academics/catalogs/index.htm

Department Website: http://www.sju.edu/majors-programs/adult-learner/bachelor-degrees/legal-studies-bs

#### WHAT CAN I DO WITH A MAJOR IN LEGAL STUDIES?

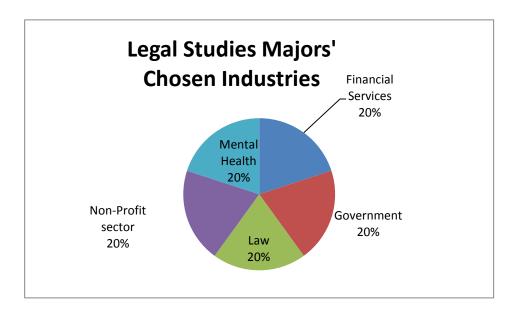
Whatever you put your mind to. Following are descriptions of just a few of the careers you might pursue:

**Paralegals and Legal Assistants:** Assist lawyers by investigating facts, preparing legal documents, or researching legal precedent. Conduct research to support a legal proceeding, to formulate a defense, or to initiate legal action.

**Legal Secretaries:** Perform secretarial duties using legal terminology, procedures, and documents. Prepare legal papers and correspondence, such as summonses, complaints, motions, and subpoenas. May also assist with legal research.

**Claims Examiner:** Review settled insurance claims to determine that payments and settlements have been made in accordance with company practices and procedures. Report overpayments, underpayments, and other irregularities. Confer with legal counsel on claims requiring litigation.

#### A CLOSER LOOK AT GRADUATES WITH DEGREES IN LEGAL STUDIES



# HERE'S A SAMPLING OF POSITIONS OUR GRADUATES HAVE ACCEPTED:

Wealth Advisor Paralegal Therapeutic Staff Support Worker

Caseload Statistics Coordinator Legal Secretary

#### **ORGANIZATIONS THAT HIRE OUR GRADUATES INCLUDE:**

The Pew Charitable Trusts Pennsylvania Court System Resources for Human

Davidson Trust Company Private Law Office Development

# FURTHER ASSISTANCE WITH YOUR MAJOR AND CAREER OPTIONS

The Career Development Center can help you with the process of choosing a major and exploring your career options. For assistance, please call 610-660-3100 to schedule an appointment to meet with a Career Counselor.

Based on data from Saint Joseph's University Career Development Center's Post-Graduation Survey, 2007 – 2011

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