Paralegal Studies

Degree Offered: • Bachelor of Science
  *Paralegal Certificate

Paralegal Studies courses teach students valuable critical analysis skills – the basics of legal analysis, legal argument, and legal writing. 100% of graduates from the Daemen Paralegal Studies program are employed or are in law school.

Career Options:
Are you interested in law? Have you ever thought about working in a law firm, a corporate legal environment, or a government agency?

Paralegal skills can prepare you for many different jobs in many different places, such as courts, the legislature, insurance companies, employment agencies, not-for-profits, or health insurance agencies. With paralegal skills, it would be easier to be a small business owner or work for a legal software company. Learning paralegal skills, in addition to the pre-law minor, can also help prepare you for law school.

Examples Include:
Claims examiner for insurance company  Loan coordinator for bank
Court Clerk  Real estate agent or broker
Human right investigator  Title examiner, abstractor, and researcher
Judicial assistant  Victim or witness advocate
Litigation support specialist

Why Paralegal Studies @ Daemen?
• Students love the dynamic and experienced practicing attorneys who make their classes fun and interactive.
• Students learn legal research at the University at Buffalo Law Library and with the premier legal database WestlawNext.
• In each paralegal course students will have the opportunity to do at least one concrete, legal task which will subsequently become part of the student’s portfolio and a job-seeking tool.
• Students receive individual attention from the instructors because of the small class sizes.
• Faculty have eagerly helped students secure internships at prominent legal offices such as HodgsonRuss and the New York State Attorney General’s Office. As part of the internship class students can become a notary public!
• Students have the opportunity to apply what they are learning in the Moot Court Experience at the annual Academic Festival.
Paralegal Studies Students at Daemen are PREPARED:

- Students can write legal documents like a summons and complaint, interrogatories, or a memo of law;
- Students learn how to interview clients, listen to their stories, and identify the facts that are legally relevant;
- Students learn how to read cases and write case briefs, which is great preparation for law school.

According to the U.S. Department of Labor, the need for paralegals will continue to grow at a rate of 8% between 2014 to 2024.

“The need for paralegals is growing faster than the need for lawyers.”

“Law firms also are attempting to reduce billing costs as clients push for less expensive legal services. Due to their lower billing rates to clients, paralegals can be less costly alternative to lawyers despite performing a wide variety of tasks once done by entry level lawyers.”

Certificate Track:

- Students can combine this certificate with any major.
- The certificate is 28-30 credits and can be completed in approximately three semesters.
- The certificate provides an additional credential that increases students' marketability.

Nicole Bauder
The Paralegal Studies Department provided me with valuable experiences from faculty to classes. Having practicing attorneys teach classes provided invaluable lessons for the work force. They taught us how they would train working paralegals, and gave us practical assignments and tasks their paralegals would complete. We took various class trips to different law firms, and the Courts. It provided great experience with what is expected of you in those situations and prepared me when I was searching for a job.

My favorite part of the Paralegal Studies program was the practicality of what we were learning. Not only were we learning how the law functions, but how to complete various paralegal tasks. Before graduating, I learned to draft memorandums, brief cases, and utilize case management software. Daemen’s program strives to give students the tools to work as fully functioning paralegals that is invaluable experience.

After graduating in May 2015, I was recently hired as a full time Paralegal at the law firm Gross Polowy, LLC in Williamsville. Without the practicality of the program, I don’t think I would have been as successful as finding a full time job before I graduated. I really emphasized the depth of the program and the assignments I had done. I brought some writing samples from my classes to the law firms I had interviews at. It showed an extra bit of effort in the job endeavor. Professor Phillips helped me tailor my resume to suit the law firms in which I was applying. After a short search, I was hired full time at a law firm in Williamsville.

*Paralegals assist attorneys in legal research, writing, and case investigation. Paralegals cannot provide legal advice to the public except as authorized by law.

For more information, contact Margaret Phillips, Assistant Professor and Chair of the Paralegal Studies Department at 716.839.8283 or mphillip@daemen.edu