The Advanced Paralegal Studies Program is a course that supplements the 10-week Paralegal Studies Program. The Advanced course is directed toward persons who are currently employed by an attorney’s office or a governmental law-related office.

The focus of the course is training for persons who wish to specialize in the field of litigation support, to include preparing and responding to Discovery Pleading, both for the Plaintiff and the Defendant’s Motions and Orders, pertaining to Discovery.

Further, it will focus on preparing jury instructions for both civil and criminal cases. It will expose the student to the electronic filing that is required in the Eastern District Court of Virginia, and students will learn how to prepare these documents for electronic filing. In addition, students will be taught the preliminary research tactics for brief writing, as well as the preparation of legal memorandums.

This is an intensive 8-week program.