

Professional Legal Studies Major Overview:

The Professional Legal Studies major prepares students for careers in the legal field, providing foundational knowledge of legal systems, law practices, ethics, and legal procedures. Students learn about various areas of law, including contracts, torts, criminal law, and constitutional law, while also gaining practical skills in legal research, writing, and analysis. The program is ideal for students pursuing careers as paralegals, legal assistants, or those looking to advance to law school. Graduates are equipped to support lawyers and legal teams in various professional settings, including law firms, courts, and government agencies.

Typical Industry Sectors:

1. Legal Services (Law Firms, Corporate Legal Departments)
2. Government and Public Administration (Courts, Legislative Bodies)
3. Corporate Compliance and Risk Management
4. Nonprofit Organizations (Legal Advocacy and Services)
5. Legal Education and Research

10 Sample Entry-Level Job Titles:

1. Paralegal
2. Legal Assistant
3. Court Clerk
4. Legal Research Assistant
5. Compliance Analyst
6. Contract Administrator
7. Legal Secretary
8. Claims Adjuster
9. Title Examiner
10. Notary Public

5 Hard Skills:

1. Legal Research and Writing
2. Understanding of Legal Procedures and Terminology
3. Document Review and Drafting (Contracts, Briefs, Pleadings)
4. Knowledge of Legal Software (e.g., Westlaw, LexisNexis)
5. Legal Ethics and Compliance

5 Soft Skills:

1. Communication (Written and Oral)
2. Attention to Detail
3. Problem-Solving

4. Organizational Skills
5. Time Management

Additional Training or Certifications:

A degree in Professional Legal Studies provides a solid foundation, but many students pursue certification programs such as the National Association of Legal Assistants (NALA) or the National Federation of Paralegal Associations (NFPA) to improve job prospects and demonstrate expertise. Graduates interested in law practice may continue their education in law school to become attorneys. Internships in law firms, government agencies, or corporate legal departments offer practical experience that can be essential in securing employment.

Student and National Organizations:

1. [National Association of Legal Assistants \(NALA\)](#)
2. [National Federation of Paralegal Associations \(NFPA\)](#)
3. [American Bar Association \(ABA\)](#)
4. [American Association for Paralegal Education \(AAfPE\)](#)