

BACHELOR OF ARTS IN PARALEGAL STUDIES

The Bachelor of Arts in Paralegal Studies is a pathway to degree completion for students who have earned an associate's degree in paralegal studies or completed at least 15 paralegal credits at a 2-year college. The program prepares you to work as an assistant to an attorney, as paralegals may not provide legal services directly to the public except as authorized by law.

Loyola's Institute for Paralegal Studies is approved by the American Bar Association and has been educating paralegals since 1991.

You will earn a specialized certificate in Litigation or Corporate Practice (or both) that will refine your skills to meet the demands of the modern legal workplace. Learn more about these certificate options at [LUC.edu/paralegal-studies](https://luc.edu/paralegal-studies).

CAREER ASSISTANCE

Institute staff provide specialized career advising for paralegals, in addition to the services provided by Loyola's Career Development Center. Graduates work in law firms, corporations, associations, banks, and government agencies throughout the U.S. Most of the largest law firms in Chicago employ Institute graduates on their staffs.

Legal employers regularly contact the Institute to post openings on the program's online job board.

CURRICULUM

FLEXIBLE SCHEDULING

Five 8-week sessions are offered each year, and you may begin the program in any session. The entire program may be completed in the evening. Daytime sessions and hybrid online and on-campus options are available for some courses. You must complete at least 10 semester credits of ABA-designated legal specialty courses through traditional classroom instruction.

You will cultivate these core paralegal competencies:

- Develop an understanding of the law, the legal and paralegal professions, and the legal process, including the use of technology
- Acquire practical, technical skills, a basic knowledge of legal theory, and specialized competency in specific areas of the chosen concentration
- Demonstrate competence in legal research and writing, problem analysis, and critical thinking
- Display an awareness of ethical, moral, and social issues that contain legal implications, as well as knowledge of the standards of conduct expected of the legal community

You will also complete three courses focused on personal and professional development, designed specifically for adult learners.

Learn more at [LUC.edu/paralegal-studies](https://luc.edu/paralegal-studies).

TRANSFER CREDIT Loyola may accept 64 credits from a 2-year institution, including half of the major requirements. Transfer students must complete a minimum of 45 credits at Loyola.

CREDIT FOR PRIOR LEARNING Not all learning takes place inside a classroom. Adult students can bring professional learning and accomplishments to the program. You may earn up to 36 total credits for experience-based learning. Pursuing non-traditional sources of credit offers opportunities to earn credit for knowledge gained through life experiences that qualify as college-level learning, providing substantial savings of time and tuition.

Learn more at [LUC.edu/adult-education](https://luc.edu/adult-education).

FACULTY Loyola's faculty are committed to giving time and attention to every student, inside and outside the classroom. Our full- and part-time instructors are practicing professionals with advanced academic degrees who infuse the curriculum with fresh perspectives to enhance your learning experience.

LOCATION Courses are offered in downtown Chicago on the Water Tower Campus (820 N. Michigan Ave, Chicago).

SCHOLARSHIPS SCPS offers multiple scholarship opportunities to support adult students returning to school. Learn more at [LUC.edu/adult-education](https://luc.edu/adult-education).

APPLICATION REQUIREMENTS AND DEADLINES Rolling Admissions
You may apply to any one of our five 8-week sessions, which begin every August, October, January, March, and June. Please allow a minimum of 2 weeks before the start of an 8-week session to ensure timely processing of the application. For session start dates and application deadlines, please visit [LUC.edu/adult-education](https://luc.edu/adult-education).

LEARN MORE

APPLICATION REQUIREMENTS AND DEADLINES

[LUC.edu/adult-education/admission](https://luc.edu/adult-education/admission)

CONTACT INFORMATION

For further information or to arrange a visit, please contact:

School of Continuing and Professional Studies
Loyola University Chicago
820 N. Michigan Avenue
Lewis Towers 401
Chicago, IL 60611

PHONE: 312.915.6501

EMAIL: Adult@LUC.edu

ONLINE: [LUC.edu/adult-education](https://luc.edu/adult-education)

Send all supporting documents to:

Graduate and Professional Enrollment Management
Loyola University Chicago
820 N. Michigan Avenue
Lewis Towers 1200
Chicago, IL 60611

PHONE: 312.915.8950

EMAIL: scpsapp@LUC.edu

ONLINE: [LUC.edu/gpem](https://luc.edu/gpem)

SCPS was ranked #12 in the nation for Best Online Bachelor's Degrees by U.S. News & World Report.

