



PERRY
TECHNICAL
INSTITUTE

LAP

legal assistant/paralegal program



1 year
program

For information regarding graduation and placement rates, program costs and other information, please visit http://www.perrytech.edu/doc/gainful_employment.pdf.

legal assistant

Legal assistants/paralegals help lawyers prepare for hearings, trials, closings and meetings. Although lawyers assume ultimate responsibility for legal work, they delegate many tasks to their assistants who often do research and identify appropriate laws, judicial decisions, legal articles and other material that could be relevant to a case. After they organize the information, paralegals prepare written reports that attorneys use in determining how a case should be handled.

The demand for paralegals continues to grow as employers look for ways to reduce costs and increase the availability of affordable legal services. Paralegals work in a professional office setting, gathering information and investigating facts.

A career as a paralegal is fast-paced, mentally challenging and rewarding and this ever-changing field offers many options for employment.

While the majority of paralegals are employed in law firms, all types of businesses and organizations employ paralegals. Salaries vary by geographic region, type of work and degree of responsibility. As laws become more complex, paralegals are becoming more specialized. They work in many different areas of the law, including litigation, personal injury, criminal law, family law, bankruptcy, immigration and real estate.



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