

Advanced Paralegal Courses

Study specialized areas of the law

- We are a nationally and regionally accredited career training school, providing quality education since 1890
- Students may qualify for earned time - consult with the education director for eligibility
- Blackstone offers an interest-free payment plan and your tuition covers everything needed to complete your Advanced Paralegal Training
- Our students and sponsors can feel confident that our academic advisors are available Mon - Fri 8:30 am - 4:30 pm EST



**Graduates receive
10% OFF**

Freedom Through Education

At Blackstone, we offer Advanced Paralegal Courses using many core concepts presented in our Legal Assistant/Paralegal Certificate Program; Our Advanced Paralegal Courses provide an opportunity to expand your knowledge in several different specialized areas.

Family Law

The Family Law course uses articles, cases, and examples to describe a paralegal's role in matters of family law. Learn how to assist attorneys as they draft premarital and cohabitation agreements, help clients start or end their marriages, set up a mutually agreeable child custody arrangement, clarify paternity, adopt a child, litigate tort cases, and more. This course covers same-sex relationships, the enforcement of child support orders, the legal status of frozen embryos, and the confidentiality of adoption records. **TEXTBOOK: Family Law for Paralegals**, by J. Shoshanna Ehrlich.

Personal Injury/Torts

Tort law is the arena of law primarily responsible for making citizens whole after they have been injured by the wrongs of others. The Personal Injury/Torts course introduces students to tort law by discussing the scope, definitions, elements, and purpose of torts. It also discusses specific torts such as battery, assault, misrepresentation and defamation, as well as trespass and conversion. **TEXTBOOK: Personal Injury and the Law of Torts for Paralegals**, by Emily Lynch Morissette

Criminal Law

The predominance of criminal law cases within the legal system has caused an increasingly high demand for paralegals trained in this field. This course prepares students to participate in trial preparations and procedures. The course also covers homicide, assault and battery, arson, burglary, embezzlement and extortion. Students are challenged to apply their legal reasoning skills to realistic case scenarios and analysis problems. **TEXTBOOK: Fundamentals of Criminal Practice: Law and Procedure**, by Thomas E. McClure and Thomas E. Eimermann.

Business & Corporate Law

The Business and Corporate Law course discusses important topics related to business law, including traditional and online dispute resolution, sales and leases, warranties, product liability, consumer law, e-contracts, negotiable instruments, corporations, financing, investor protection, online securities offerings, real and personal property, agency and employment, and international law in a global economy. **TEXTBOOK: Fundamentals of Business Law**, by Daniel V. Davidson, Lynn M. Forsythe and Brenda E. Knowles.

Wills, Trusts & Estates

The Wills, Trusts, and Estates Advanced Paralegal Course uses succinct coverage of key topics, as well as helpful guides and step-by-step instructions, to prepare you for your role as a paralegal in the administration of wills, trusts, and estates. This course will prepare you to assist attorneys as they plan estates, explain rights, draft wills, set up trusts, appoint personal representatives, probate wills, file estate taxes, and represent clients in probate court. **TEXTBOOK: Basic Wills, Trusts, and Estates for Paralegals**, by Jeffrey A. Helewitz.

Civil Litigation

The Civil Litigation course offers paralegals specialized knowledge for a litigation firm. It discusses the paralegal's role in assisting the attorney before, during, and after a trial, including: investigating and gathering evidence; participating in discovery; drafting the complaint; preparing witnesses for depositions; assisting in the completion of interrogatories; preparing the trial notebook; preparing witnesses for trial and post trial practice; and drafting appellate briefs. **TEXTBOOK: Fundamentals of Litigation**, by Marlene A. Maerowitz and Thomas A. Mauet.

Real Estate Law

The Real Estate Law course helps you to master the elements of real property; different methods used in recording and describing deeds; transference of title; rights associated with real estate ownership; elements of real estate contracts; basic landlord/tenant law; deeds, mortgages, and restrictions on land use; title insurance and title examination; the closing process; and tax implications of real estate transactions. **TEXTBOOK: Real Estate and Property Law for Paralegals**, by Neal R. Bevans.

Practical Bankruptcy Law

The Practical Bankruptcy Law course provides the building blocks of bankruptcy law by explaining cases from the perspective of the debtor, the trustee, and the creditor; and discusses the special rules and procedures that must be followed in each type of case. This course also explains how cases are commenced, converted, dismissed, and closed. **TEXTBOOK: Basic Bankruptcy Law for Paralegals**, by David L. Buchbinder.

ADVANCED PARALEGAL ORDER FORM

P.O. Box 3717 • Allentown, PA 18106 • 800.826.9228 • Fax: 610.871.0034 • info@blackstone.edu



Blackstone Career Institute™

COURSE INFORMATION

✓ Check Course(s) Requested

- Crimes Law, Family Law, Civil Litigation, Personal Injury/Torts, Business & Corporate Law, Wills, Trusts & Estates, Real Estate Law, Practical Bankruptcy Law

STUDENT INFORMATION

Name, DOC#, Address, City, State, Zip, Date of Birth, Education, Signature, Date, Student #

Program Cost Total Course(s) X \$396.00 = \$

10% for BCI Graduates Total Course(s) X \$356.40 = \$

PAYMENT PLAN

- Full payment: I enclose full payment of \$356.40 per course ordered. Payment Plan: BCI Paralegal graduates who chose the payment plan will pay a \$160.00 down payment and agree to pay \$59.00 for 3 months and one final payment of \$19.40 with 0% finance charge, for a total of \$356.40 per course ordered.

Students who enroll in Blackstone Career Institute must have a working knowledge of the English language. The listed fee for each course requested must accompany their completed and signed Order Form.

TUITION PROTECTION POLICY A student may cancel the program by notifying the school in any manner; a written request is recommended. If you cancel within 5 days from the signature date on your Order Form, all monies will be refunded pending return of shipment.

PAYMENT METHOD Total Payment Enclosed \$

✓ Check Method of Payment

- Full Payment: Certified/Personal Check (\$35 service charge on all returned checks), Money Order, or Credit/Debit Card Down Payment: Automatic Payment: I authorize Blackstone Career Institute to automatically charge my down payment and ongoing monthly payments to my debit/credit card or checking account



*Important for credit card orders: Copy number and expiration date directly from your credit card as it appears.

Credit Card Account Number: [][][][] - [][][][] - [][][][] - [][][][]

Expiration Date: MM / YY

Cardholder's Information

Name

Address

City State Zip

Cardholder's Signature

Phone Number [][][] - [][][] - [][][][]

E-Mail

DATE

SHIPPING & HANDLING

Shipment of course materials within the contiguous U.S. by UPS or USPS IS INCLUDED IN YOUR TUITION. Allow 7-10 business days. For expedited delivery, addresses outside the Continental U.S. (HI and AK), and foreign rates, please call 800-826-9228 prior to enrollment.