



“The paralegal program at Johnston Community College enabled me to pursue an excellent education for my future while I was employed full-time. I was also able to obtain gainful employment prior to my graduation in an excellent law office environment and have been very successful since my graduation in 2001.”

—Erin Double Myers

“I am a 2005 graduate of the Paralegal Technology Program at Johnston Community College. Already employed as a legal secretary, I chose the paralegal program at JCC to enhance my legal knowledge and enable me to advance to a career as a paralegal. I found the program to be both a challenging and rewarding course of study that offered professional instructors that were dedicated to my individual needs. The day, evening and online courses offered flexibility to my busy work schedule. The classroom instruction, as well as the hands-on activities and assignments, were essential in learning the skills necessary on the job. Through the Paralegal Technology program I have gained invaluable contacts, resources, and skills that have provided a thorough foundation for a career in paralegal services.”

—Kim Jeffreys



Main Campus

245 College Road
Smithfield, NC 27577
919-934-3051

Admissions Office

919-209-2128

Instructors:

Michael Spragins

Phone: 919-209-2149
spraginsm@mail.johnstoncc.edu

Jennifer Williford

Phone: 919-209-2062
willifordj@mail.johnstoncc.edu

www.johnstoncc.edu

JCC Time & Temperature

919-934-0112

“Johnston Community College is accredited by the Commission of Colleges of the Southern Association of Colleges and Schools to award the associate degree, diploma and certificate.”



Paralegal Technology



Business Technical

A College on the move!



Paralegal Technology

Program Description

The Paralegal Technology Associate Degree curriculum prepares individuals to perform routine legal tasks and to assist with substantive legal work under the supervision of an attorney. A prior college degree is not required. A paralegal may not practice law, give legal advice or represent clients in a court of law. The Paralegal Technology diploma curriculum is designed for students who have a bachelor's degree or equivalent before entering the program. The Title Searching certificate curriculum is for individuals who are currently employed as a paralegal or are in the real estate business and desire additional skills in this area.

Program Outcomes

Graduates will acquire substantive and procedural legal knowledge in the areas of civil litigation, legal research and writing, real estate, family law, wills, estates, trusts and commercial law.



Occupational Outlook

Graduates are trained to assist attorneys in probate work, investigations, public records search, and office management. Job titles are not confined to "paralegal" or "legal assistant." Employment opportunities available include: private law firms, local, state and federal government agencies, banks; trust departments, insurance agencies, business organizations and hospitals.

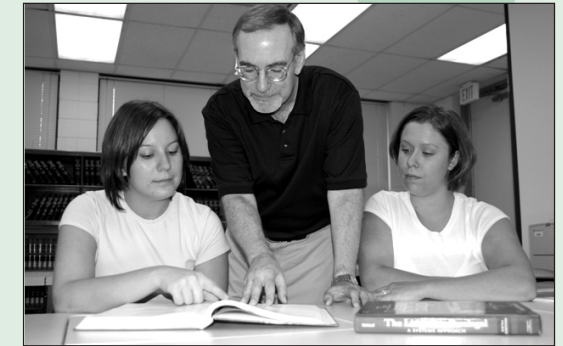
Johnston Community College is a Qualified Paralegal Studies program under the North Carolina State Bar. Graduates will qualify to sit for an examination to become a North Carolina Certified Paralegal.



Testimonials

"Attending Johnston Community College was one of the most rewarding decisions of my career. I had been in the work force for several years when I realized I needed further education to advance in my job to achieve my personal goals. The knowledge and skills I acquired while I was a student in the Paralegal Program gave me the foundation and confidence I needed to succeed."

—Beverly Walker



It's hard to believe how far my Paralegal Technology degree from JCC has taken me. Since graduating in 1993, I completed the CLA exam on the first attempt and later became a Certified Paralegal. I was able to complete my bachelor's degree and return to JCC as an instructor in the paralegal technology program. As of 2009, I will graduate from law school. None of these accomplishments could have been possible without the rigorous and practical training that I received at JCC. The faculty and graduates are second to none."

—Jackie Houser