

# Start Your Path to a Paralegal Career



Associate Degree in Paralegal Studies



BRYAN UNIVERSITY  
FOUNDED 1940

# The Paralegal and eDiscovery Fields are Growing<sup>1</sup>...

## Expanding Job Market

According to the Bureau of Labor Statistics, paralegal and legal assistant jobs are expected to grow through the year 2033 with estimated job openings of 37,300 in the US.<sup>1</sup>

## Attractive Careers<sup>2</sup> & Employers

As a graduate of Bryan University with an Associate Degree in Paralegal Studies, you'll be prepared to enter a world of exciting career opportunities:

- Corporate Paralegal
- Litigation Paralegal
- eDiscovery Paralegal
- Legal Analyst
- Litigation Clerk
- Contracts Administrator
- Mediator
- eDiscovery Specialist
- Compliance Specialist
- Victim Advocate

You'll lead a rewarding career in employment settings such as:

- Local and international law firms
- Corporate legal departments
- Professional services firms
- Finance and insurance firm

# 37,300

**- Projected job openings for paralegals and legal assistants through the year 2033.<sup>1</sup>**

## Gain the Skills Employers Need

Bryan University's Associate Degree in Paralegal Studies includes all the skills from the certificate program while covering additional topics to broaden your industry skill set. You'll learn:

- Legal office technologies and software
- Overview of the legal system and paralegal professions
- Civil litigation process
- Legal research and writing
- Personal injury, family, criminal, business, and contract law
- Collection, preservation and analysis of electronically- stored information
- eDiscovery information, governance, processing, and software
- Legal research and writing
- eDiscovery simulation and application
- Foundations of eDiscovery
- Deposition preparation
- Exposure to the roles of Notaries and Process Servers in litigation
- One reimbursement option included: up to \$300 for registering as a Notary Public or Process Server OR if eligible, one exam attempt for the NALA Certified Paralegal exam<sup>3</sup>
- Hands-on experience working in Relativity and one RelativityOne Review Pro certification exam attempt included in tuition

## Upgrade Your Skills & Career Options

Once you complete your associate degree, which includes completing the Paralegal Studies Undergraduate Certificate, you may consider continuing your education at the bachelor's degree level. Bryan University offers a Bachelor of Science Degree in Paralegal Studies. If you have prior college credit, or you have already completed an associate degree at another institution, we will accept as many credits as possible (and potentially your entire associate degree) to help accelerate your Bryan program.

## Support You Need, When You Need It

At Bryan, we don't think learning online means learning alone. Connect with faculty, peers, and student support conveniently from your smart phone, tablet, or computer using Zoom, a user-friendly video app. You'll join a vibrant community who will provide support and celebrate your success along the way. You'll not only develop friends and colleagues, but you'll also build a professional network -for life.

## Exceptional Value

Your investment in a Bryan University credential provides an online educational experience like no other:

- Learning technology that lets you build skills faster and retain more knowledge
- Real-world assignments that simulate job tasks
- A mastery-based learning environment that allows you to improve grades by retaking assignments based on instructor feedback
- Peer mentors, tutors, and success coaches who provide encouragement, guidance, and insight
- Live, interactive online events such as industry speakers, faculty mentoring sessions, and helpful workshops that are recorded in case you miss the event and need to watch it later

## Further Your Education at the Bachelor's Degree Level

All Bryan University programs are stacked, which means once you earn your Paralegal Studies Undergraduate Certificate and Paralegal Studies Associate Degree, you can transfer these credits directly into the Bachelor's Degree in Paralegal Studies. If you have already obtained college credit or an associate degree from another accredited school, we'll accept as many credits as possible to accelerate your completion time.

**"If you are looking for a lot of learning, access to help when you need it, and a user-friendly learning experience, then Bryan is for you."**  
**- Vicki, BU Paralegal Graduate**



## Career & Job Search Services

Bryan University's Career Services department will provide you assistance with job search, resume preparation, and interviewing skills. You can begin working with career services prior to graduation to ensure you are fully prepared upon completion.

## 10 More Reasons to Choose Bryan University

### 1. Tuition Lock Guarantee.

We lock your tuition rate once you enroll, plus your tuition goes down the longer you're in school. Financial aid available if you qualify.

### 2. Books, Courseware, and Certification Included.

We provide electronic textbooks and easy access to electronic courseware. Plus, we help you prepare for a nationally-recognized certification exam.

### 3. Focus on Employment.

You'll graduate with a degree targeted for a specific job market and learn skills that match employers' needs.

### 4. Job Search Assistance.

As a graduate, you'll receive career search services, including job networking best practices, sharpening your interview skills, and creating an eye-catching resume.

### 5. Learn by Doing.

You'll develop real-world skills by completing simulated job tasks and using industry technologies.

### 6. Return for Refresher Classes.

As a graduate, you'll have the privilege of auditing previously completed courses that are still being taught—at no charge—to keep your skills sharp.

### 7. Accelerated Programs.

You can get started – and finish – fast.

### 8. Faculty Who Put You First.

Our faculty provide you with personalized, individual attention, instruction, and support.

### 9. Welcome Kits Included.

Once you enroll, we provide you a welcome kit to ensure you're ready to start school.

### 10. History of Excellence.

We have a 85-year track record of preparing graduates for successful careers since 1940.

**Books, courseware, and a certification exam attempt included!**







**“BU taught me about being resilient, practicing time management, making reasonable goals, and having a growth mindset. I was able to take these lessons into my career as a Paralegal to understand deadlines and client onboarding and have passion for my work.” - Lavender, BU Paralegal Graduate**

<sup>1</sup> Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Paralegals and Legal Assistants, at <https://www.bls.gov/ooh/legal/paralegals-and-legal-assistants.htm> (visited 1/20/2025). Also online at <https://www.onetonline.org/link/summary/23-2011.00>. Note that job market conditions are dynamic and can change.

This data is not intended to predict the market conditions that will be present when you graduate from your program and may differ based on your geographic location and other factors.

<sup>2</sup>Example occupations shown herein do not imply a guarantee of employment. Students are responsible for conducting occupational research for their chosen program. Employers have unique hiring practices and job-specific requirements, which may include years of experience for manager positions. Graduates with little to no prior experience should expect an entry-level position.

<sup>3</sup>Note that the NALA CP certification is not required for employment. Students must earn their associate degree to qualify to take the NALA CP exam.

# Advance Your Career—Starting Today

Visit [www.BryanUniversity.edu](http://www.BryanUniversity.edu)  
Call 888-768-6861



Financial aid available for those who qualify.



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