

Strong Paralegal/Legal Employment Rate with Positive Career Outlook

Our alumni are finding jobs. From 2017-18, the graduate employment rates ranged from 91.7% for A.S. degree and 93.3% for certificate alumni. The paralegal career path is expected to experience higher growth compared to other careers (15.9% in the Twins Cities area from 2016-2026), with an average median wage of \$27/hour.

Cutting-Edge Legal Technology

Our courses provide training using current technology in the legal field including:

- Clio: case management system
- Relativity: e-discovery program
- E-filing/e-services, e-recording: state and federal systems
- Adobe Pro: document management
- Westlaw: online legal research
- National Society of Legal Technology: electronic training

Professional Oversight

A dedicated diverse Paralegal Advisory Committee of legal professionals supports our program to keep our curriculum current and up-to-date on legal trends.

Active Paralegal Director on Campus and in Legal Communities

Our energetic program director works directly with students and the Minnesota Paralegal Association. She serves on the ABA Standing Committee on Paralegal Education, engages in Minnesota State Bar Association and American Association for Paralegal Education (AAfPE) conferences, and serves on the Minnesota Supreme Court Legal Para-Professional Implementation Project.

Criminal Offense Notice: If you have been arrested, charged, or convicted of any criminal offense, you should investigate the impact that the arrest, charge, or conviction may have on your chances of employment in the field you intend to study or your chances to obtain federal, state, and other higher education financial aid.



A member of Minnesota State

INVERHILLS.EDU

2500 East 80th Street
Inver Grove Heights, MN 55076

651-450-3000

Inver Hills is an affirmative action,
equal opportunity educator/employer.

This information is available in an alternate format by calling
651-450-3884 or TTY/Minnesota Relay at 1-800-627-3529.



Paralegal Program



A member of Minnesota State

ABA APPROVED ENSURING QUALITY

Approved by the American Bar Association (ABA) and continual re-approval since 1978.

HIGHLY RATED, EXPERIENCED FACULTY

Our Professors are rated #1 by students and graduates because of their extensive legal background, strong teaching experience, and commitment to students.

REPUTATION FOR EXCELLENCE

Top rated program by area legal employers, legal recruiters, and internship supervisors.

Paralegals are legal professionals trained to assist lawyers in a broad range of substantive legal work.

Under the supervision of attorneys, they:

- Complete factual and legal research
- Draft and file legal documents
- Work with clients, attorneys, witnesses, and the courts
- Manage cases and data electronically
- Prepare for meetings, hearings, closings, and trials

Practical Curriculum Grounded in Day-to-Day Law Practice Experience

Real world paralegal coursework and a career building internship guide you to becoming a competent paralegal/legal graduate.

Other professional fields utilizing a paralegal degree or certificate include:

- Real Estate or Criminal Justice
- Non-profit Organizations
- Legal Compliance
- Banking or Health Care
- Federal, State, or Court Systems
- Military & Veterans' Services

Earn the first half of your Legal Studies degree at Inver Hills

With ease of transfer to a bachelor's degree at:

- Concordia University
- Hamline University
- Metropolitan State University
- St. Mary University of Minnesota

Flexible, Easy Scheduling at an Affordable Price

Classes are offered during the evenings with some courses delivered in a hybrid format (half in-class and half online). Weekly course schedules fit with students' busy lives and work commitments. The cost per credit is much lower than private and national programs.

Paralegals and graduates do not practice law or give legal advice unless permitted by law.

Paralegal A.S. Degree (60 credits)

The Associate of Science (A.S.) degree is an excellent academic choice if you wish to become a paralegal or work in a law related field. You will benefit from rigorous paralegal coursework as well as a transferable liberal arts education.

Post-Graduate Paralegal Certificate (30 credits)

If you possess a bachelor or requisite associate degree and wish to become a paralegal/legal professional, the Post-Graduate Paralegal Certificate is a concentrated legal option that prepares you to gain the practical education and competencies to work in the paralegal/legal field.

Both degree and certificate options are great preparation if you wish to pursue a law school education.

The Paralegal Program is not completely online under ABA Guidelines

While classes are offered partially online, students must take at least nine legal specialty credits through traditional classroom instruction.

LEARN MORE

To learn more about the Paralegal Program at Inver Hills Community College, please contact:

Sally Dahlquist, J.D. | Paralegal Program Director

651-450-3567 | sdahlquist@inverhills.edu

INVERHILLS.EDU/paralegal