

What Can I Do With A Major In.....Legal Studies?

Major Description: The Legal Studies (B.S.) program at Clayton State has the objective of providing students with the skills necessary to perform specifically delegated substantive legal work under the supervision of an attorney. Some types of work include: manual or computerized research, familiarity with ethics, understanding legal documents, applying legal analysis to fact situations, and understanding billing, timekeeping, and general law office procedures.

Some Related Job Titles*	Possible Employers	Additional Resources for more information:
Law Office Administrator Legal Administrator Legal Assistant Law Clerk Law School Administrative Assistant Judicial Clerkship Paralegal Public Policy Assistant Political Lobbying	Attorney General's Office Corporate Law Departments County, State, or Government Courts Elected Official Offices (city, county) Law Firms Law Libraries Law Schools Secretary of State's Office	Clayton State University homepage https://www.clayton.edu/arts-sciences/departments/social-sciences/ Books-Career Services Library Occupational Outlook Handbook http://www.bls.gov/ooh/ O*NET http://www.onetonline.org/ FOCUS 2 https://www.focus2career.com/Portal/Login.cfm?SID=933 (use the access code "lakerpride" to create an account)

Primary Skills Needed: Ability to sort data, organizational skills, analyze problems, listening objectively, communication (oral and written), appreciate diversity, ability to identify problems and needs, and ability to understand and respect feelings

* This list is a sample of options. There are many more titles and employers from which to choose, this is just a sample of a few. When considering job titles for yourself, consider *your* **skills, knowledge, and experience level**. If you are unaware of your personal skill set, schedule a meeting with a career counselor at the phone number listed above. We look forward to helping you discover your "best fit" in a career based on your interests.