



LAW CLERK DIPLOMA.

COURSE OVERVIEW.



This program prepares students for the exciting and challenging world of the law clerk career. During the program, students learn both the knowledge and skills necessary to assist a lawyer or paralegal in various practice areas, such as civil litigation, criminal, family, personal will & estates, torts & contracts, accounting, and legal research.

The program equips students with everyday skills required to perform office procedures under a lawyer's direction with a focus on case and file management, time and financial management, client communication, and record keeping in compliance with professional standards.

CONTACT DETAILS.

✉ registrar@myocbl.ca

☎ 416.265.COLLEGE (5343 416)

🌐 myontariocollege.ca

PROGRAM LENGTH

1 YEAR

41 WEEKS

TIME COMMITMENT

41 WEEKS

820 HOURS



LEARNING OUTCOMES.

AFTER THIS COURSE, YOU WILL HAVE AN UNDERSTANDING OF:

- + Introduction to the Canada's Legal System
- + Computer Applications
- + Legal Accounting
- + Ethics
- + Resume & Career Building.
- + Family Law
- + Legal Research

ENTRY REQUIRMENTS

- + Live Online or in Person Interview
- + 18 year of age or older
- + An Ontario Secondary School Diploma or equivalent, or Mature Students that pass a Wonderlic Scholastic Level Exam.
- + IELTS of 5.5 or equivalent for non-native English speakers or successfully pass an Ontario College of Business & Law ESL Basic & ESL
- + University of Toronto, School of Continuing Studies, Comparative Education Service at www.learn.utoronto.ca/ces
- + Advance with a min. passing grade average of 60%
- + Post-secondary diploma, degree or a certificate from another country is considered an equivalent to an Ontario Secondary School Diploma if assessed at an Ontario OSSD level by a recognized assessment service such as World Education Service at www.wes.org/ca
- + International Credential Assessment Service at www.icascanada.ca

LAW CLERK DIPLOMA.



COURSE DETAILS.

- + **School:** The Business School
- + **Credential:** Ontario College Graduate
- + **Diploma Program Type:** Diploma program
- + **Program Length:** 1 year/41 weeks/Full Time
- + **Program Hours:** 820 hrs.
- + **Days:** Monday to Thursday
- + **Hours:** 9:30 am–3:00 pm or 3:30 pm–9:00 pm
- + **Start Date:** Fall, Winter, Summer

TUITION.

- + **Domestic Students:** \$15,000
- + **International Students:** \$17,500
- + **Non-refundable application fee (international):** \$500
- + **Non-refundable application fee (domestic):** \$250
- + **Books:** \$2,000

CURRICULUM.

1	Computer Applications	10	Alternate Dispute Resolution
2	Keyboarding	11	Corporate Law
3	Introduction to Canada's Legal System	12	Ethics and Professional Responsibility
4	Legal Research	13	Statutory Accident Benefits
5	Family Law	14	Torts and Contracts
6	Real Estate	15	Administrative Tribunals: Practice & Procedure
7	Wills & Estates	16	Resume and Career Building
8	Legal Accounting	17	Civil Law
9	Employment Law	18	Criminal Law



SETTLEMENT SERVICES.

A SETTLEMENT SERVICE IS ALSO AVAILABLE FOR A FEE:

- + Airport Pick-up
- + Arranging accommodation
- + Assisting in application for Social Insurance Number (SIN Card) – SIN Card enable you to work in Canada during the term of your study
- + Assisting in opening a bank account
- + Media services (introducing internet/cell phone providers)
- + Neighborhood support services (community, religion and social events)
- + All related services to help you settle into the Canadian student culture

HEALTH COVERAGE FOR INTERNATIONAL STUDENTS.

You must have insurance to cover the cost of medical care while you are studying with us. Please visit www.tripcover.ca to obtain an instant personal quote coverage.

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