

# UCI Extension


**New**

## Legal Risk Management Specialized Studies Program

As a paralegal, you are an essential team player for your organization, on the front lines of understanding the risks and how best to avoid them.

### Five Legal Risk Management Tips for Paralegals:

- Compliance is key: you must understand the changing and developing requirements in your particular industry
- Support your organization's risk management efforts: monitor the progress on resolution of risk items between meetings and updating issues lists accordingly
- Control your commitments: control and access to all commitments are critical to managing risks and maximizing value
- Strengthen your organization's due diligence capabilities in an increasingly globalized marketplace
- Understand the role of dispute resolution including the characteristics of litigation, arbitration and mediation to best fit particular situations

### Fall courses begin September 23:

- Fundamentals of Administrative Law
- Corporate Regulatory Compliance

For more information, visit  
[extension.uci.edu/risk](http://extension.uci.edu/risk)

The Legal Risk Management Program is separate from the Paralegal Certificate Program. Legal Risk Management courses do not count towards the Paralegal Certificate.

## Paralegal


**FREE EVENT**

### A Night of Mentorship

Network with Experienced Paralegals:  
Ask and Learn Roundtables

Monday, September 15, 2014 | 6:00 – 8:00pm  
UC Irvine Campus

As you explore a new career or legal area as a paralegal, we'd like to invite you to join our panel of seasoned paralegals to learn more about their careers and experience, that led them to where they are today.

Ask questions and have robust discussions with each of our panelists as you rotate through different roundtables.

Light refreshments and snacks will be served.  
Registrations are limited and on a first-come, first-served basis.

Register at [extension.uci.edu/events](http://extension.uci.edu/events)

## Paralegal Certificate Program

Fall courses start September 23.

### Online course highlights:

- Fundamentals of the Paralegal Profession
- Contracts
- Civil Litigation II

For on-campus course offerings, visit  
[extension.uci.edu/legal](http://extension.uci.edu/legal).

For more information

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