

Paralegal Information

Paralegal Certificate Textbooks

For live and online courses:

- *Introduction to Paralegalism*, 8th edition by William Statsky, \$179, ISBN: 978-1-285-44905-0
- *Paralegal Career for Dummies*, by Scott and Lisa Hatch, \$20, ISBN: 0-471-79956-4
- *Paralegal Certificate Course Workbook*, by Margaret J. Kirk, \$49, ISBN: 978-0-615-333-56-4
- *Uniform System of Citation*, most recent edition, \$45,
- *Federal Civil Rules Booklet*, \$20, ISBN: 9781934852330
- *Legal Document Preparation Manual for the Paralegal Certificate Course*®, \$49, ISBN: 978-0-9637248-4-7
- Westlaw Access- call to order: 1-800-522-7737*, \$89

The following textbooks are highly recommended but not required:

Oran's Dictionary of the Law, 4th edition by Daniel Oran, \$45, ISBN: 978-1-4180-8091-4

Where to buy your textbooks

University Bookstores:

Textbooks are available at the Fairfax and Arlington University Bookstores. Books are typically available two weeks prior to class. Contact the bookstore to check for availability. Visit Mason's bookstore website for more information on hours and location: <http://gmu.bkstore.com/>

The Center for Legal Studies:

To order books for the classroom based class, call CLS at 1-800-522-7737. To order books for the online class, call CLS at 1-800-522-7737 or visit their web-site at: <https://www.legalstudies.com> Shipping is 10% of the book total (\$15 minimum, \$40 max) for ground shipping.

Used and discounted paralegal textbooks can also be found through other online bookstores
