



Australian Government

BSB50720 Diploma of Paralegal Services

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Qualification Description

This qualification reflects the role of individuals who possess a sound theoretical knowledge base and use a range of specialised, technical or managerial competencies to plan and carry out work in a legal context in accordance with legislation, regulations and codes of practice relevant to the different jurisdictions. The job roles that relate to this qualification may include Paralegal.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Entry to this qualification is limited to those who:

Have completed the following units (or equivalent competencies): BSBLEG314 Protect information in a legal services environment; BSBLEG423 Conduct simple legal research; and BSBLEG424 Support the drafting of complex legal documents. Equivalent competencies are predecessors to these units, which have been mapped as equivalent.

or

Have two years equivalent full-time relevant work experience.

Packaging Rules

Total number of units = 12

5 core units plus

7 elective units, of which:

- 3 elective units must be selected from Group A
- 2 elective units must be selected from Group B
- for the remaining 2 elective units:
 - up to 2 units may be selected from Groups A and B

- if not listed, up to 2 units may be selected from a Certificate IV, Diploma or Advanced Diploma from this or any other currently endorsed Training Package qualification or accredited course.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core units

BSBLEG421 Apply understanding of the Australian legal system
BSBLEG422 Maintain a file in a legal services environment
BSBLEG521 Conduct and apply legal research
BSBLEG534 Take instructions in a legal services environment
BSBWRT411 Write complex documents

Elective units

Group A – Legal Services

BSBLEG425 Apply principles of legal project management
BSBLEG522 Apply legal principles in contract law matters
BSBLEG523 Apply legal principles in tort law matters
BSBLEG524 Apply principles of evidence law in matters under litigation
BSBLEG525 Apply legal principles in intellectual property law matters
BSBLEG526 Apply legal principles in criminal law matters
BSBLEG527 Apply legal principles in family law matters
BSBLEG528 Apply legal principles in property law matters
BSBLEG529 Apply legal principles in corporation law matters
BSBLEG530 Apply legal principles in wills and probate matters
BSBLEG531 Apply legal principles in administrative law matters
BSBLEG532 Assist with court procedure
BSBLEG533 Support alternative dispute resolution processes

Group B – Transferable Skills

BSBCMM511 Communicate with influence
BSBCRT511 Develop critical thinking in others
BSBDAT501 Analyse data
BSBOPS403 Apply business risk management processes
BSBPEF501 Manage personal and professional development
BSBTWK401 Build and maintain business relationships

Qualification Mapping Information

No equivalent qualification. Supersedes but is not equivalent to BSB52215 Diploma of Legal Services.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

