Justice and Legal
Making Your Mark

There are many ways to make your mark in the justice and legal fields, from working with individuals to resolve disputes, policing and helping offenders resettle into the community to developing early intervention programs and policy reform.

At RMIT you can unlock your potential to lead social change in a career that aspires to help create just, socially aware and responsible communities.

With more than 30 years of experience in justice training and education, RMIT’s justice and legal programs are highly regarded for their practical application and work experience components.

The justice and legal programs are developed in consultation with industry and are recognised as professional qualifications by local government, the Industry Training Board and the Justice Industry Advisory Committee.

Acknowledgement of Country

RMIT University acknowledges the Wurundjeri people of the Kulin Nations as the traditional owners of the land on which the University stands. RMIT University respectfully recognises Elders both past and present. We also acknowledge the traditional custodians of lands across Australia where we conduct business, their Elders, Ancestors, cultures and heritage.
Crime Show Myths Busted

Let’s face it – your introduction to the justice and legal field probably came from Hollywood crime scene and courtroom dramas where actors rapidly solve cases and frequently shout “objection” in court.

While crime and justice shows and films are some of the highest rating, have you ever considered how they stack up to reality?

Myth #1
Crimes can be solved in 45 minutes plus commercials

Myth #2
TV shows have forensic science down to an art

Myth #3
Violence always gets results

Myth #4
Crime is continuously on the rise

Although the TV detectives seem to have cases wrapped up in one episode, in reality it can take months and even years to solve crimes. Some are almost impossible to solve.

The time it takes to investigate a matter depends on many different factors, so it’s impossible to predict how long an investigation may take. Police may be able to provide more information on the progress of an investigation on a case-by-case basis.

Hollywood can often skew the realities of forensic science – for example, according to Victoria Police’s examination of the wildly successful TV show CSI, “only 60 per cent of the tests are based on reality ... The real analysis time is often longer than depicted on TV and can take from hours to days”.

Further, “real forensic staff are specialists in one area, not experts in every field as seen on TV”. The duties TV forensic scientists perform are, in reality, completed by a team of specialists that include detectives, major crime scene officers, property officers and forensic scientists.


Liam Neeson usually gets results by beating up the bad guys one-by-one. In reality, Victoria Police works to avoid the use of violence or force.

According to current Victorian Police policies and practice on the use of force, officers “can only use force in the limited circumstances and ... on reasonable grounds where police think it is necessary to use force to prevent a serious offence, to lawfully arrest someone suspected of committing an offence or to prevent suicide”.


No matter where the main character turns, heinous crimes are happening everywhere and they are becoming more frequent. Hollywood creates this dangerous world of heightened drama.

The reality: during 2014–15, Australian recorded crime offences increased by only 2 per cent.

And in Victoria, between 2013–15, the number of offenders decreased by 4 per cent.


Hollywood aside, the positive impact that you will have on the community is very real.
Wrongful Convictions Under Scrutiny in Innocence Initiative

Imagine spending years of your life behind bars for a crime you did not commit. It’s hard to even consider that wrongful convictions occur in the Australian legal and court system and innocent people are punished. Sadly, this is a reality.

Recognising that the consequences of wrongful conviction can be devastating for individuals and their families, RMIT and the Bridge of Hope Foundation are working together to identify and hopefully overturn cases of wrongful conviction in Victoria’s justice system.

The Bridge of Hope Innocence Initiative at RMIT enables students to investigate suspected wrongful conviction and assist in pursuing these if there is sufficient evidence. People who believe they have been wrongfully incarcerated apply to the initiative to have their case reviewed.

The initiative is open to vocational, associate and bachelor degree, honours and postgraduate students who want to help reduce the incidence of miscarriages of justice, make a positive difference in the lives of those wrongly incarcerated and lead a justice system reform.

Dr Michele Ruyters, Deputy Dean of RMIT’s Justice and Legal Studies and program facilitator, said students engage in first-hand, rewarding work experiences through the program.

“The Initiative provides opportunities for students to collaborate with industry professionals and think critically about their practice,” she said.

“From the outset, students have access to detailed case files that include materials from police investigations, medical records, courts documents and expert evidence.

“Under academic and industry supervision, they learn the process of case breakdown and analysis, case management procedures, how to apply particular analytics to case investigations, and manage communications with industry and applicants as well as the experience of working in teams.”

Watch this video to learn more about the Innocence Initiative.

http://tinyurl.com/RMIT-BOHII

For more information about the Bridge of Hope Innocence Initiative visit www.rmit.edu.au/bridgeofhope.
RMIT Students Get an Inside Perspective on Life Behind Bars

RMIT students participate in the first Inside Out Prison Exchange program in Australia, a unique approach that allows small groups of ‘outside’ criminal justice students to study alongside ‘inside’ men and women, behind the prison walls of the Dame Phyllis Frost Centre and Marngoneet Correctional Centre.

Leaving their preconceptions at the door, inside the classroom participants listened with respect, and learnt from one another, as they worked to create an environment where each student had a voice.

Originating in the US in 1997, the Inside Out Prison Exchange program aims to increase transformative learning opportunities for men and women, inside and outside of prison, starting a dialogue and inspiring leadership in addressing crime and justice issues.

Piloted in Victoria, the successful Australian program was strongly supported by Corrections Victoria and criminal justice expert and RMIT lecturer Dr Marietta Martinovic, who facilitated the in-prison classes that examined criminal justice systems across the world.

“No matter how much I try and explain to my students what life is like when you are incarcerated, it doesn’t compare with the contact they have with people confined to prisons and hearing from them for 15 consecutive weeks,” Martinovic said.

“This program allows students to spend time with people confined to prisons and to hear of their experiences in a role that is not based on authority, but of equal standing as students in class together,” Martinovic added.

An ‘outside’ student described the program as incredible and life-changing. “It is the most fascinating, unique, thought-provoking and engaging experience of my personal education thus far.”

An ‘inside’ student also reflected on the program adding, “The inside students have gained new knowledge of the criminal justice system and self-confidence – it has awakened a drive to participate in education, and importantly, provided hope for the future.”

What does your organisation do?
The Victorian Civil and Administrative Tribunal (VCAT) helps people resolve a range of disputes and appoint guardians and administrators. We do this in a timely, cost-effective and efficient way.

What experiences do students have while on placement with your organisation?
RMIT students on placement with VCAT join our registry, providing administrative support and assisting with end-to-end processing of matters before the tribunal. They have the opportunity to attend hearings for cases ranging from building disputes to human rights matters, and can develop their ability to apply legislation relating to VCAT jurisdictions.

What are the benefits of students participating in a work placement?
Students gain an insight into a professional working environment and take an important step towards their future career.

Why does your organisation participate in work placements with RMIT?
We welcome students in our workplace and appreciate their fresh perspective on our work. Our placement program has excellent feedback from staff and students, and some placement students have pursued a career with us after completing their studies.

RMIT has many partnerships with industry to give you the opportunity to participate in work-integrated learning and be better prepared for the workforce. You might even meet your future employer while on placement.
I really like that I have been able to tailor my degree to suit my interests...This has helped me discover my passions within the field.

Gemma Riley

Bachelor of Criminal Justice

What inspired you to study in your chosen area?
I chose this area of study because I am interested in policing and criminal justice policy. There are also a large number of career opportunities in this space, which is very appealing.

Why did you choose to study at RMIT?
RMIT has close links with a large number of criminal justice agencies so I knew there’d be great opportunities to gain meaningful work placements. The Bachelor of Criminal Justice is highly regarded in industry, the content is extremely broad and the subjects are very interesting. I also like that RMIT is at the heart of the CBD.

What has been the highlight of your studies so far?
I really like that I have been able to tailor my degree to suit my interests, studying courses like International Policing, Drug Related Crime and Security and Criminal Intelligence. This has helped me discover my passions within the field.

The flexibility of study life at RMIT has definitely been a highlight also – I extended my course so I could travel to Africa.

What advice do you have for students considering study in this area?
My three tips would be:
1. Take advantage of the fact that the degree has highly skilled teachers.
2. Work hard and don’t always choose the easy option when it comes to assessments. Challenge yourself and you will grow.
3. Utilise the study and learning centre, even if you are confident in your writing abilities – it will help you develop an eye for detail, enhance your writing capabilities and obtain great results.

To find out more about the Bachelor of Criminal Justice visit www.rmit.edu.au/programs/bp023.
Psychology of Crime

Ever wondered why people engage in offending behaviour? Statistics indicate a strong correlation between crime and people with social welfare needs and mental illness.

The Bachelor of Criminology and Psychology offers the combination of an accredited psychology major with an applied criminology major, giving you the knowledge and skills for a wide range of careers in the justice and human services sectors.

You will develop an understanding of the psychology of crime, be able to conduct forensic interviews and provide case management for offenders, victims and clients with complex needs.

Zachary Penrith-Puchalski
Bachelor of Criminology and Psychology

What inspired you to study in your chosen area?
I’ve always been curious about what compels people to make the decisions they make and what makes people tick.

What have you gained from your degree so far?
I have learnt the ability to form compelling arguments and opinions in conversation or debate. I have also had the opportunity to broaden my circle to people I wouldn’t meet in my everyday life.

I am seeing situations where people might usually be judgemental from another point of view, which is pretty important for a career in justice and psychology as well as in life generally.

How is RMIT preparing you for a future career?
RMIT has helped me with various scholarships as well as development programs like essay preparation and career workshops. There are great student groups to join as well, which help support you during and even after you finish your degree.

There’s also a mentoring program where you interact and get to know third- and fourth-year students who can help guide you in the right direction.

Where do you hope your degree will take you?
I walked into the degree thinking I would eventually become either a clinical psychologist within the legal/justice system or an alcohol and other drugs clinician but while studying I’ve found that this degree can lead to many career pathways.

I would definitely recommend studying this degree. It is interesting, engaging and opens up many opportunities within the health and justice fields, keeping your career options open while you decide what you want to do.

To find out more about the Bachelor of Criminology and Psychology visit www.rmit.edu.au/programs/bp295.

RMIT offers the Bachelor of Justice and Criminology (Honours) should you wish to engage in research. Visit www.rmit.edu.au/programs/bh060 for more information.
Practical Learning in Focus

In addition to theoretical knowledge, practical skills and experience are key to preparing for a successful career.

As part of RMIT’s Advanced Diploma of Justice – an intense two-year program – you’ll attend crime scene procedures and moot court practice camps where you’ll investigate life-like crime scenes and gain exposure to specialised law enforcement operations, statement writing, evidence briefings and court procedures.

You’ll also gain on-the-job experience through a mandatory work placement with one of RMIT’s various law enforcement and justice industry partners.

As a graduate, you’ll be prepared for a career where you’ll be part of administering justice and preventing criminal behaviour in society. Or you can take on further study in a degree.

Learning court procedures are a strong focus of the program. Students apply the skills they learn in the classroom to moot court activities.

Centre for Innovative Justice

The Centre for Innovative Justice (CIJ) at RMIT was launched in March 2013, with former Victorian Attorney-General and Deputy Premier Rob Hulls appointed inaugural Director.

The mission of the Centre is to research, develop, teach and promote innovative ways of delivering justice. The Centre is dedicated to finding innovative solutions to complex problems and strives to develop practical ways to ensure the justice system acts as a positive intervention in the lives of its users.

Through taster placements, the CIJ aims to provide students with practical exposure to the process of law reform and equip them to use their legal training to advocate for and achieve change. Students gain an extraordinary insight into the daily work of courts and tribunals in Victoria by shadowing lawyers, magistrates, judges and tribunal members.

For more information about the CIJ, visit www.rmit.edu.au/innovativejustice.

www.tinyurl.com/RMIT-CIJ-students

Rob Hulls, Director of the Centre for Innovative Justice.
Ben Disseldorp  
**Advanced Diploma of Justice**

Ben Disseldorp chose to study the Advanced Diploma of Justice because he wanted to gain insight into the journey of an offender through Australia’s criminal justice system.

“A highlight of my studies has been participating in two overnight law camps. We investigated and examined a crime scene, gave evidence and prosecuted in a moot court. It was a very useful practical experience as well as being fun.

“As part of the program we undertake a one-month work placement at an organisation of our choice. I worked at the Banyule City Council, which opened my eyes to what working in the criminal justice system really entails.

“We also get to undertake many field visits and frequently hear from guest speakers including federal and Victoria Police representatives, youth justice workers and case managers.

“The program has boosted my confidence and improved my communication skills. I’ve also learnt key leadership, time management, case management, conflict resolution, academic and critical analysis skills, and developed an understanding of legal jargon and concepts.

“My ideal job would be within the Critical Incident Response Team for Victoria Police.”

Kerrie Bryant  
**Advanced Diploma of Justice**

Justice student Kerrie Bryant was inspired to study an area that was challenging and engaging.

“It’s never a dull day learning about the justice system; there are always new and exciting developments that arise within the field.

“In the summer break I completed a six-week placement at the Heidelberg Magistrates’ Court, which allowed me to engage with the workforce as well as apply knowledge learnt in my course.

“What I have learnt so far is practical and will assist me whenever I face a situation that calls for action. I really enjoy being surrounded by like-minded peers who have similar interests and goals.”

The Advanced Diploma of Justice is part of a vocational education program sequence that includes the Certificate IV in Justice and the Diploma of Justice. Students enrol at the certificate level to start the sequence and graduate with the Advanced Diploma of Justice. To find out more about the Advanced Diploma of Justice visit www.rmit.edu.au/programs/c4323.
Crime management and administration are growth areas in the justice environment.

As an RMIT justice and legal graduate, you’ll be ready to shape and influence the legal, social and ethical issues in the field.
Tell us about your job and your average workday?

I work with sex offenders who are on parole, helping them integrate back into the community, as well as manage their risk in society and ensure they comply with their court orders.

My average day is quite varied. I could be working from the office interviewing clients (offenders) – a process we call supervision – or engaging with referral services to connect clients with much needed support such as housing, counselling and Centrelink.

Some days I make home visits to assess if a house and neighbourhood is suitable and safe for the client who is resettling into the community after imprisonment.

A lot of my time involves writing reports and completing paperwork. It’s really important to document and file note all meetings with clients in a clear and concise manner.

I take a holistic approach, empowering the client to invest in positive change rather than telling them what they can’t do. I work on the premise that happy people live good lives so I work to build clients’ strengths and assist them to plan for an improved future.

What inspired you to get into this field?

I originally wanted to join the police force and enrolled in the Advanced Diploma of Justice with that goal in mind. It wasn’t until my placement with Odyssey House, a not-for-profit organisation that offers community-based treatment and support services to address alcohol and other drug problems, that I realised I wasn’t purely interested in compliance.

Through the placement, I discovered my interest in the psychology of offending behaviour and a passion for helping people overcome challenges and improve their lives.

How did your studies help prepare you for work?

My studies, particularly the Advanced Diploma, gave me valuable practical skills that I still use today, after five years in the workforce. I learnt to think critically and analyse situations and interactions. I can’t underestimate the importance of the writing skills I gained, learning different reporting styles and how to communicate in a clear and concise way.

I also gained a theoretical understanding of the criminal justice system, developed my interpersonal skills and my confidence.

What advice do you have for other people who want to work in this area?

Don’t think vocational learning is a breeze. You will be pushed to reach your full potential and come out a better person.

Take in everything you can. The teachers are professionals in their field and have lots of knowledge. They are willing to mentor and support your journey to a successful career.

I can’t emphasise enough the value of honing your writing skills. Many government jobs require lots of report writing. This is your time to become an expert.

“I work on the premise that happy people live good lives so I work to build clients’ strengths and assist them to plan for an improved future.”
What Can I Do After Justice and Legal Studies?

When people think of justice and legal careers, being a lawyer is usually front of mind. Did you know that law is only a small section of the many careers available in this space? There are many other occupations that add to the recipe for justice.

### Australian Federal Agent

**Prevent and detect crimes against Commonwealth law.**

**Attributes:**
- First aid trained; manual driver’s licence; and an appetite for intensive training.

**Study:**
- Advanced Diploma of Justice
- Bachelor of Criminology and Psychology
- Bachelor of Criminal Justice

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### Magistrates’ Clerk

**Provides administrative support to the magistrate, both in and out of the courtroom, and ensures the orderly progression of cases heard and determined by the Magistrate.**

**Attributes:**
- Must have excellent organisational and communication skills, and enjoy working in a challenging, changing and diverse environment.

**Study:**
- Advanced Diploma of Justice
- Bachelor of Criminology and Psychology
- Bachelor of Criminal Justice

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### Border Force Officer

**Manage the security and integrity of Australia’s borders.**

**Attributes:**
- Must be multiskilled, agile and responsive to operational needs, and committed to community engagement and protection.

**Study:**
- Advanced Diploma of Justice
- Bachelor of Criminology and Psychology
- Bachelor of Criminal Justice

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### Investigator

**Investigates how crimes have occurred by speaking with witnesses and victims to try to piece together the facts.**

**Attributes:**
- An analytical mind and emotional resilience.

**Study:**
- Advanced Diploma of Justice
- Bachelor of Criminology and Psychology
- Bachelor of Criminal Justice

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“The Juris Doctor is a practical degree that is ideal not just for those who want to become lawyers, it’s also perfect for those with a business background wanting to round out their commercial abilities. Flexible part-time study and the CBD location made RMIT a natural choice for me.”

Danica Kustura, Juris Doctor student
Community Corrections Officer

Manages and supervises offenders in the community.

Attributes:
Good communication skills; be non-judgmental; and be able to apply rules and regulations in a fair and consistent manner.

Study:
— Advanced Diploma of Justice
— Bachelor of Criminology and Psychology
— Bachelor of Criminal Justice

Conveyancer

Undertakes work associated with the transfer of ownership of land and other property-related transactions.

Attributes:
Good communication and interpersonal skills; be able to apply logic and solve problems; strong attention to detail; computer and numerical skills; and an understanding of the law.

Study:
— Diploma of Conveyancing
— Advanced Diploma of Legal Practice
— Associate Degree in Legal Practice (Paralegal)
— Bachelor of Legal and Dispute Studies

Legal Secretary

Perform secretarial tasks that are specific to the law field, including writing legal documents and reading legal articles.

Attributes:
Excellent interpersonal, organisational and writing skills and the ability to work under pressure.

Study:
— Advanced Diploma of Legal Practice
— Associate Degree in Legal Practice (Paralegal)
— Bachelor of Legal and Dispute Studies

Law Clerk/Paralegal Assistant

Perform legal work such as conducting research and drafting documents on behalf of clients under the supervision of a lawyer.

Attributes:
Exceptional organisation, time management and administrative skills; excellent analytical and critical thinking abilities; great communication and negotiation skills; and strong research and record-keeping skills and attention to detail.

Study:
— Advanced Diploma of Legal Practice
— Associate Degree in Legal Practice (Paralegal)
— Bachelor of Legal and Dispute Studies

If you are interested in becoming a lawyer, you can build on the skills you learn in the Bachelor of Legal and Dispute Studies or the Bachelor of Criminal Justice with RMIT’s Juris Doctor degree.

Experts in the Field

RMIT prides itself on securing expert teaching staff who have extensive industry experience and networks. Many of the academics that teach the justice and legal programs are actively researching and contributing to improvements in the field.

Dr Anastasia Powell

Senior Research Fellow in Criminal Justice

Describe the focus of your teaching expertise.

I teach topics on cybercrime, violence against women, violence prevention and victimology in the Bachelor of Criminal Justice and Bachelor of Criminology and Psychology.

What inspired you to teach in this field?

I am really passionate about criminology and the criminal justice field. I think that addressing crime, especially violent crime, is fundamental to creating a just society. I love that our students want to learn about crime and justice and make a difference out there in the world. It is the most inspiring part of my job.

What do you enjoy most about your job?

I am committed to social justice and to ending violence against women. My job enables me to make a positive contribution towards social change both directly through my research in this field and my advisory role in policy and legal reform, but also more broadly through educating and inspiring the next generation of criminologists and justice advocates.

Why did you choose RMIT?

RMIT has a great reputation for education and research that is practical and connects with industry and government to make a real difference.

The justice and legal studies team bring their real-life experience in law, child protection, corrections, policing and justice policy to both their teaching and their research. Through these relationships I am able to apply my research in new and innovative ways to address violence against women.
Reem Yehdego
Bachelor of Legal and Dispute Studies

Reem Yehdego’s volunteer work with a community legal centre inspired her to pursue studies into the Australian legal system.

Why did you choose to study the Bachelor of Legal and Dispute Studies at RMIT?
I have always been deeply interested in human rights and wanted to do something that would make a change to society. For the past five years I have been volunteering at the Flemington and Kensington Community Legal Centre (FKCLC), working in an advocacy role on a police accountability project that deals with legal cases of brutality and racialised policing. I enrolled in the Bachelor of Legal and Dispute Studies because the degree offered courses in sociology and law, which helped me better understand the social impacts of law. The degree gave me the skills I needed to empower, enrich and amplify the voices of people that have been lost or silenced in issues that I engage with.

What is your greatest achievement to date?
My greatest achievement has been co-designing and organising the first People’s Hearing into Racism and Policing in Melbourne. Held at the Melbourne Town Hall, the hearing allowed people to unapologetically feel and express emotion and tell their stories of violence and racial profiling without the fear of backlash. This process was both empowering and inspiring to storytellers, listeners and facilitators and greatly contributed to the promises made by Victoria Police in the release of their Equality Is Not The Same report in 2014.

How did you come to decide on your thesis topic?
I have long been passionate about addressing gender inequalities and violence against women. I majored in sexual and domestic violence throughout my degrees and worked in the Victorian Department of Justice as a policy officer researching violence against women. Many of our laws, policies and programs are about responding to violence after it has happened. I wanted to do something that could help prevent violence before it occurs, so I became interested in prevention education with young people. My doctoral thesis made recommendations for improving sex education and sexual violence prevention based on young people’s own experiences.

To find out more about the Bachelor of Legal and Dispute Studies visit www.rmit.edu.au/programs/bp204.
Both the Advanced Diploma of Legal Practice and the Associate Degree in Legal Practice (Paralegal) provide you with the essential knowledge and skills to pursue a career as a law clerk, paralegal or similar occupation in legal practice. These programs offer extensive legal knowledge in key practice areas, as well as develop your skills in case analysis, legal research, legal drafting, file management, interview and negotiation, and ethics in the legal profession. The programs are known for incorporating classroom activity with real-life experience and offer great networking opportunities.

RMIT’s work placements with industry partners allow you to apply your knowledge across the legal system. Lawyers, solicitors and legal practitioners are regularly invited to speak on current legal issues. You will also have an opportunity to visit law firms, attend industry seminars and participate in Court Experience days.

The Associate Degree in Legal Practice (Paralegal) requires a higher ATAR score for entry, higher tuition fees apply and has an optional work placement in second year. The Advanced Diploma of Legal Practice has a compulsory eight-week work placement in second year.

Is a Career in Legal Practice for Me?

RMIT’s legal programs provide you with the essential knowledge and skills to pursue a career as a law clerk, paralegal or similar occupation in legal practice. You gain extensive legal knowledge in key practice areas and ethics and develop skills in case analysis, legal research, legal drafting, file management, interviewing and negotiation.

Skills Required for Working in Legal Practice:

— analytical, problem-solving and critical thinking skills
— organisational, time management and administrative skills
— excellent communication, listening and people skills
— strong record-keeping and attention to detail
— research and writing skills
— negotiation skills
— an interest in the law

Legal Practice/Paralegal Career Opportunities

Sample job titles:

— compliance officer
— commercial law clerk
— conveyancer
— corporate law clerk
— court officer
— family law assistant
— law clerk
— legal executive
— legal secretary
— mediator
— paralegal assistant
— probate/deceased estate law clerk

Legal Practice Graduates Work for:

Law firms
Conveyancing companies
Department of Justice and other government departments
Victoria Police
Courts
Community legal centres
Financial institutions
Insurance sector
Real estate and property sector

Income

Starting Salary
$38,000–$45,000 p.a.*

Average Salary
$55,000–$60,000 p.a.*

Job Growth

Employment for court and legal clerks, conveyancers and legal executives is expected to grow moderately to November 2019*.

Job Growth

The opportunity to engage in a work placement attracted Bryn Thomas to the Advanced Diploma of Legal Practice.

**Why did you choose to study the Advanced Diploma of Legal Practice?**

I chose the Advanced Diploma of Legal Practice due to the emphasis placed on practical learning and the skills developed during the program, which I knew would help me transition into the workforce. The fact I was able to complete a practical placement in a law firm in my final semester was also extremely appealing, allowing me to network with people already in the legal sector and experience a legal office firsthand.

**Why did you choose RMIT?**

RMIT appealed to me because of the pathways into further study available at the end of the Advanced Diploma.

**What were some of the best things about the program?**

The teachers were the highlight of the program. The industry expertise they draw on to deliver the courses really complements the theoretical elements of the program.

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For Giuliana Barone, RMIT’s reputation for being responsive to industry informed her decision to study the Associate Degree in Legal Practice (Paralegal).

**Why did you choose to study the Associate Degree in Legal Practice (Paralegal)?**

I wanted to study something in the legal field without committing to a law degree.

**Why did you choose RMIT?**

I chose RMIT due to the reputation of the University and the paralegal program, plus the industry connections. The central location, facilities and modern buildings were also a positive factor.

**What were some of the best things about the program?**

The wealth of knowledge the teachers bring to the program and the practical skills acquired. It’s a great program that fully equips you not only to work as a paralegal, but also further study.

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To find out more about the Advanced Diploma of Legal Practice visit [www.rmit.edu.au/programs/c6141](http://www.rmit.edu.au/programs/c6141).

To find out more about the Associate Degree in Legal Practice (Paralegal) visit [www.rmit.edu.au/programs/ad015](http://www.rmit.edu.au/programs/ad015).
How did you find your way to an academic career at RMIT?

I was admitted to practise as a barrister and solicitor in 1985 and worked as a solicitor in a variety of law firms. At that time I was also a volunteer youth leader. After having my family I decided to combine my love of the law and working with young people and here I am. I have now been teaching in the Advanced Diploma of Legal Practice and the Associate Degree in Legal Practice (Paralegal) for more than 12 years.

One great thing about the legal practice programs is that all of the teachers who teach the legal subjects are qualified solicitors with years of experience.

Which legal subjects do you teach?

Having a general background in law I teach a number of courses, and my favourite is the simulated legal practice firm where students independently work on files, draft letters, court documents, take file notes and maintain files as they would do working in a legal office.

Why should students consider studying legal programs at RMIT?

The programs are great. They give the students the underpinning knowledge of the law as well as the practical know-how. At the end of the programs the students are very employable.

What tips would you give to someone starting out?

One tip I would give to students is to make sure that you attend all classes. The legal teachers have so much knowledge and experience and interacting with them in class will only enhance your learning. Our class numbers are kept small to allow you to engage with teachers and fellow students. Making friends and being part of a study group or having a study partner will assist you.

What options do students have once they finish the Advanced Diploma of Legal Practice and/or the Associate Degree in Legal Practice (Paralegal)?

RMIT students gain employment in law and conveyancing firms, government departments, courts, and as barrister’s assistants – the list goes on. You can even specialise in different areas of law – for example, litigation, property law, insurance law and family law.

You can also go onto further study and obtain credits towards a degree. One of the great things I point out to students who wish to continue their studies is that in just over three years they can end up with two qualifications. Another big advantage is that they can use their legal practice qualification to gain part-time employment while they continue with their education.
The flexibility of the Diploma of Conveyancing allowed Bre Barrow to tailor her studies to suit her individual needs.

Why did you choose to study the Diploma of Conveyancing?

The Diploma of Conveyancing is an intensive program that gives you a broad understanding of the theory that underpins the conveyancing industry. As both my parents have completed the program it came highly recommended and I knew it would give me the skills to eventually take over running our family business.

Why did you choose RMIT?

I wanted to study part-time and the Diploma offered me the flexibility to continue working full-time in the industry while studying in the evening. The teachers are well known for their industry expertise and the program is supported by the Australian Institute of Conveyancers.

What were some of the best things about the program?

Having one-on-one time with such experienced and knowledgeable teachers was phenomenal. I was able to apply the skills and expertise I gained in the program to my practical work.

Please note: Applicants need to apply directly to RMIT.

Bre Barrow

Diploma of Conveyancing

To find out more about the Diploma of Conveyancing visit www.rmit.edu.au/programs/c5337.
### Justice

**BP023 | Bachelor of Criminal Justice**

Whether it’s at the front line of Australia’s border protection or working with the Australian Federal Police, criminal justice opens up all kinds of local and international career options. Graduates have also gained work in corrections, courts, customs and other government agencies.


Previously called Bachelor of Arts (Criminal Justice Administration)

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**BP295 | Bachelor of Criminology and Psychology**

Learn to provide high-quality services to clients in the criminal justice system, particularly to those with mental health issues. Graduates can undertake further study to qualify as a psychologist or work in a wide variety of public, private and community sectors.


Previously called Bachelor of Arts (Criminology and Psychology)

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**C4323 | Certificate IV in Justice**

Gain an understanding of our legal system and the various components in the administration of justice, and learn how to prevent criminal behaviour in individuals and society. Potential career roles include community corrections officer, custodial officer, local laws officer and customs officer.


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**BSB52015 | Diploma of Conveyancing**

Conveyancers work in areas associated with the transfer of ownership of land and property-related transactions. Gain specialised technical skills in property transactions and learn about the legal system as it relates to conveyancing.


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### Legal Administration and Policy

**BP204 | Bachelor of Legal and Dispute Studies**

Study law in its widest social and political contexts in Australia and globally. Learn about restorative justice, alternative dispute resolution, mediation and policy analysis as you prepare for legal roles in the government, business and community sectors.


Previously called Bachelor of Social Science (Legal and Dispute Studies)

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**AD015 | Associate Degree in Legal Practice (Paralegal)**

Identify and analyse legal concepts and principles in legal practice and prepare yourself for the increasingly complex role of a paralegal. Graduates work at paraprofessional levels in private and public law firms and conveyancing firms.


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**C6141 | Advanced Diploma of Legal Practice**

Learn how to open and manage legal files, take instructions, provide advice to clients and perform legal work under the supervision of a lawyer. Prepare to pursue a career as a law clerk or paralegal in either the private or public sector.


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**C5337 | Diploma of Conveyancing**

Conveyancers work in areas associated with the transfer of ownership of land and property-related transactions. Gain specialised technical skills in property transactions and learn about the legal system as it relates to conveyancing.

Pathways provide opportunities for students to transfer from one program to another.

Different levels of study at RMIT mean you can explore more than one way of getting the qualification you want.

Completed certificate, diploma and associate degree qualifications can be credited towards a degree and, alternatively, partly completed degree studies may be accredited to a diploma or advanced diploma.

Before applying for a program at RMIT, refer to the program information available at www.rmit.edu.au/study-with-us. All the information you need to apply is at www.rmit.edu.au/study-with-us/applying-to-rmit.

### How to Apply

#### By Program and Student Type

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<td>RMIT school-based application</td>
<td>RMIT school-based application</td>
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*Some certificate III and below programs are administered by direct application. This will be explained in the individual program information available at www.rmit.edu.au/study-with-us.

### Current Year 12 Students

If you are a current Year 12 student applying for Semester 1, you must apply through VTAC for all programs except some that are certificate III and below, which may require you to submit an RMIT school-based application.

### Non-Year 12 Students

If you are a non-Year 12 student applying for Semester 1, you must apply for degrees and associate degrees through VTAC but have the choice of applying for certificate IV, diploma and advanced diplomas either through VTAC or direct to RMIT. Please select one application method only.

### RMIT Students and Recent Graduates

Current RMIT students and recent graduates can fast-track their application for a new program by applying direct to RMIT as an internal applicant.

### Mid-Year Entry (Semester 2)

Not all RMIT programs will accept applications for mid-year entry. A list of programs accepting mid-year applications is published in May on the RMIT website (www.rmit.edu.au/midyear).

### Selection Tasks

Many programs at RMIT have selection tasks as part of the selection process, such as:

- an interview
- a test
- a folio
- a supplementary form or pre-selection kit

It is very important that you carefully read any instructions to complete a program’s selection tasks. Selection tasks are compulsory. Applications without selection tasks will not be considered.

### Entry Requirements

To be considered for admission, you must meet RMIT University entry requirements as well as specific program entry requirements. For more information please refer to the program information available on the RMIT website (www.rmit.edu.au/study-with-us).

### Study Scores

Study scores listed in this guide are subject to change.

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**RMIT’s My Brochure**

The power of personalisation is at your fingertips.

Create your customised resource in moments with RMIT’s new online tool.

“RMIT’s My Brochure is an excellent resource. Students put in their requested information, and minutes later, receive a personalised brochure.”

Jacky Burton
Professional Career Development Practitioner
The Knox School

Download yours today!
www.rmit.edu.au/study-with-us/my-brochure

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Fee information relates to 2017 and should only be used as a guide. Fees are set on an annual basis and may be subject to change each calendar year.

feeinformationrelates2017andshouldonlybeusedasaguidefeesasetonanannualbasisandmaybesubjecttochangeeachcalendaryear

Tuition Fees for Certificates, Diplomas and Advanced Diplomas

The tuition fees you pay depend on whether you are offered a Victorian Government–subsidised place or a full-fee place, based on the eligibility criteria.

Victorian Government–Subsidised Places

For eligible students, this training is delivered with Victorian and Commonwealth Government funding.

Tuition fees for a government-subsidised place vary according to each program. For a full list of program fees for a government-subsidised place visit www.rmit.edu.au/programs/fees/vocational/govtsub.

You will be offered a government-subsidised place if you meet the eligibility criteria based on your citizenship, age, prior education, the number of programs you are studying in the current year and the number of government-subsidised programs you have commenced in your lifetime at each level.


If you are applying for a government-subsidised place, you will be required to provide documentation to establish your eligibility.

You will be enrolled according to how qualifications are defined in the relevant industry training package. This may impact on your eligibility for a government-subsidised place if you meet the eligibility criteria based on your citizenship, age, prior education, the number of programs you are studying in the current year and the number of government-subsidised programs you have commenced in your lifetime at each level.


RMIT University’s Registered Training Organisation (RTO) code is 3048.

Fee Concession

You may be entitled to a concession on your tuition fees if you are in a government-subsidised place and you meet the eligibility criteria.

For more information about the eligibility criteria and how to apply visit www.rmit.edu.au/programs/fees/vocational/concession.

Full-Fee Places

If you do not meet the criteria for a government-subsidised place, you will be offered a full-fee place. Tuition fees for a full-fee place vary according to each program. For a full list of program fees for full-fee places visit www.rmit.edu.au/programs/fees/vocational/fullfee.

Financial assistance may be available through the VET Student Loans scheme.

VET Student Loans

Subject to the passage of legislation, VET Student Loans will commence on 1 January 2017, replacing the current VET FEE-HELP scheme. Information about the new program can be found at www.education.gov.au/vet-student-loans.

Tuition Fees for Degrees and Associate Degrees

Commonwealth Supported Places

A Commonwealth supported place is a place at university where the tuition fee is jointly paid by you and the Australian Government. Your share of the fee (student contribution) is set by the government and is determined by the discipline areas (bands) of your individual enrolled courses, not the overall program.

For more information about what fees you will pay in 2017 visit www.rmit.edu.au/programs/fees.

HECS-HELP

You may be eligible to defer payment of the student contribution through the HECS-HELP loan scheme if you are an Australian citizen or holder of an Australian Permanent Humanitarian Visa. You must pay your student contribution up front if you are a New Zealand citizen or permanent resident (other than Australian Permanent Humanitarian Visa holder). For more information visit www.rmit.edu.au/programs/fees/helploans/hecs-help.

Full-Fee Places

Students in full-fee places are required to pay a tuition fee that covers the full tuition costs of their program. Financial assistance may be available through the FEE-HELP scheme. The tuition fees vary according to each program and are adjusted on an annual basis. Visit www.rmit.edu.au/programs/fees for more information.

FEE-HELP

FEE-HELP is an optional loan scheme that assists eligible students to defer payment of up to 100 per cent of their tuition fees. To learn more about FEE-HELP visit www.rmit.edu.au/programs/fees/helploans/fee-help.

Other Fees

In addition to tuition fees, you will be charged a student services and amenities fee (SSAF). Eligible higher education students will be able to defer payment of the fee through SA-HELP.

For more information visit www.rmit.edu.au/programs/fees/other.

Scholarships

RMIT offers more than 2000 coursework and research scholarships to vocational and higher education students.

Equity scholarships provide an opportunity for students who have experienced financial or educational disadvantage to achieve their academic goals, while merit scholarships recognise and award outstanding academic success.

www.rmit.edu.au/scholarships
Discover your future in

360°

Wherever you are in the world, you can now explore RMIT in 360° with the Discover RMIT app.

Experience RMIT campus life, explore the learning spaces and catapult yourself into Melbourne city culture.

RMIT is waiting for you. What are you waiting for?

Download the app today
www.rmit.edu.au/discover

Further Information

Info Corner
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Melbourne VIC 3000
Tel. +61 3 9925 2260
www.rmit.edu.au/infocorner

This guide is designed for Australian and New Zealand citizens and permanent residents of Australia.

Further information for international/non-residents of Australia:
RMIT International
Tel. +61 3 8676 7947
(within Australia: 1800 998 414)
Email: isu@rmit.edu.au
www.rmit.edu.au/international

Every effort has been made to ensure the information contained in this publication is accurate and current at the date of printing. For the most up-to-date information, please refer to the RMIT University website before lodging your application. RMIT University CRICOS Provider Code: 00122A. RMIT University Registered Training Organisation code: 3046. Prepared June 2016. 14295 0616

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Keep informed about upcoming RMIT events and activities