

Overview

The Justice Training Institute (JTI) was established by an Act of Parliament in 1997 as a Training Agency of the Ministry of Justice.

The main objective of the Institute is to design, develop and coordinate training programmes for persons within the Justice System.

Vision Statement

The vision of the Institute is *be the premier training institution within the Caribbean, offering training for the entire Justice System, thus contributing to improvements in the quality of justice that is administered to the various stakeholders.*

Mission Statement

The mission of the Institute is *to contribute to more efficient and effective job performance of employees within the Justice System through the implementation of relevant training programmes that will equip employees with the requisite knowledge, skill and attitudes thus resulting in greater customer satisfaction.*

About the Paralegal Programme

The Paralegal programme is offered for over 5 semesters, with a day and evening option. It is designed for persons such as Correctional Officers, Police Officers, Court Administrators and Parole Officers who served in the Criminal Justice System, or persons who have an interest to serve in the Justice system or any Legal department. A total of 60 credits will qualify participants to be awarded a Diploma in their chosen area of specialization from either the Criminal Justice Studies or the Legal Administration programme.

Courses offered in the Paralegal Programme

[Students can major in either CRIMINAL JUSTICE STUDIES or LEGAL ADMINISTRATION]

- Administrative Management 1 & 2
- Legal Studies
- Communication Studies 1 & 2
- Information Technology
- Law of Obligations
- Criminal Law Studies
- Land Administration
- Accounting (General & Public Sector)
- Organizational Psychology
- Research Methodology
- Contemporary Issues in Legal Environment
- Human Rights
- Introduction to Psychology
- Introduction to Sociology
- Sociological Perspectives of Crime
- Psychological Perspectives on Crime
- Juvenile Justice Studies
- Criminology 1 & 2
- Introduction to Forensic Science
- Penology
- Effective Rehabilitation
- Theory & Practice of Mediation
- Introduction to Restorative Justice

Other Programmes Offered

- Diploma in Steno-Typewriting
- Certificate in Financial Crimes Investigation
- Certificate in Computer Applications (Beginner, Intermediate, Advance)
- Document Fraud Detection, Deterrence & Prevention
- Land Administration (with emphasis on conveyance)

Other Courses

Short customized courses are designed and delivered on an on-going basis, based on request and identified needs.

Some courses offered under this modality include training for:

- Court Administrators
- Bailiffs
- Prosecutors
- Performance Management Appraisal System

Entry Requirements

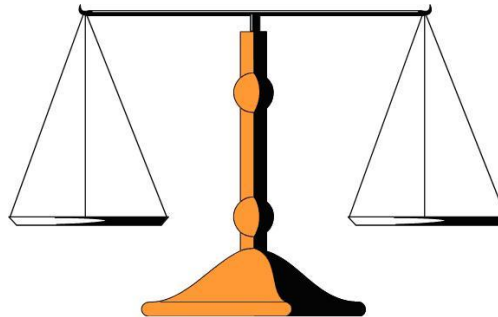
- *4 CXC/GCE O'levels inclusive of English Language.*
- *Mature students who do not matriculate but have related work experience may be considered for admittance.*

How to Apply

- *Application forms are available on our website: jti.edu.jm or at the Institute on 4 Camp Road, Kingston 4.*
- *There is a non-refundable processing fee of \$500 (applicable for all courses)*
- *The forms are to be fully completed and returned to the Institute along with proof of qualification and a recent passport size photograph.*
- *Only short listed applicants will be interviewed*

For further information contact:

*The Registrar
Justice Training Institute
4 Camp Road
Kingston 4
Tel: (876) 928-4624, 928-8687, 938-0285
Fax: (876) 928-5866*



Apply today to the Justice Training Institute and be a part of change and development within the Jamaican Justice and Legal System!



MINISTRY OF JUSTICE
JUSTICE TRAINING INSTITUTE
..Training for Improved Performance



**DIPLOMA IN
PARALEGAL STUDIES**

**Majoring
in Legal Administration or
Criminal Justice Studies**