

University Bachelor of Technology (B.U.T.)

Legal Professions (CJ)

The **B.U.T. for Legal Professions** is a technological multidisciplinary training course with a focus on the justice system, designed to train **legal technicians in various fields**. The degree programme prepares students for a diverse range of professions, thus they are not restricted to a specific field of law.

The specifically legal vocational aspect of this degree lends to learning concrete legal concepts and techniques, with the goal of incorporating them into a professional career in the economic field. The programme therefore mixes theoretical and practical aspects to develop the students' abilities to adapt to a variety of legal professions.

Study tracks

- The **Administration and Justice study track** prepares students to enter legal and administrative fields by training them to secure legal, accounting, financial and organisational documents and relationships, all while respecting the rules of confidentiality. It prepares the students for entry into the state and territorial civil service.

Career prospects:

Clerk, controller, labour inspector, customs inspector, public finance inspector, administrative and technical prison staff, police and gendarmerie management staff, legal collaborator in a public procurement service, public purchasing manager, contract manager for public or private companies, territorial attaché, territorial editor

- The **Real estate and Finance study track** prepares the students to enter professions in collections, the real estate, banking, insurance, or the notarial sphere.

Career prospects:

Real estate agent, trustee in co-ownership, real estate broker, real estate Collaborator, asset management assistant, client advisor, back and middle office manager, insurance and banking broker, claims manager, collections agent, amicable and legal collections officer, B to B collections agent, notarial assistant or accountant

- The **Business and Organisation study track** prepares the students to join private or public companies, law practices, and the world of nonprofit organisations by practicing legal, administrative, tax, accounting and human resources management professions.

Career prospects:

Corporate lawyer, lawyer for a non-profit organisation, legal financial and accounting assistant, administrative and accounting management assistant, legal services assistant, bailiff's assistant, human resources collaborator, recruitment officer, executive assistant, payroll manager

Skills

This programme aims to develop four core skills for aspiring legal professionals: **Managing, Advising, Securing and Drafting**.

- **Managing:** rigorously applying existing procedures, optimizing one's action plans, selecting relevant information for analysis, and utilizing the proper resources and means adapted to one's professional environment.
- **Advising:** providing a precise, rigorous and up-to-date response to questions asked, taking the context and audience into account to ensure fluid internal and external communication, and appropriately seeking help from colleagues.
- **Securing:** respecting the code of ethics, ensuring the compliance of documents, using the appropriate technologies and working with legal intelligence.
- **Drafting:** using the appropriate terminology rigorously, systematically integrating the appropriate level of formality in written productions, synthesising available resources to draw up legal, accounting, financial and organisational documents, and developing optimal relationships with the actors involved.

Entry requirements

This degree program is particularly aimed at holders of an **STMG (management sciences and technologies)** technological baccalaureate, without excluding other specialties, as well as holders of **general baccalaureates and vocational baccalaureates** or an equivalent title. It is open to current post-bac students who wish to change study path.

The B.U.T. can also be prepared within the Lifelong education scheme or on a vocational basis (apprenticeship training or work-based learning). The diploma can also be delivered on Accreditation of Prior Experiential Learning (APEL).

B.U.T. for Legal Professions in France

