

# NAVAL JUSTICE SCHOOL



## Annual Course Catalog Fiscal Year 2023

Updated December 19 2022

## Naval Justice School History

Since the establishment of the Naval Justice School (NJS) in 1946 at Port Hueneme, California, NJS has annually trained thousands of Department of Defense (DoD) personnel in all aspects of military law. In 1950, NJS moved to its present location in Newport, Rhode Island. NJS currently provides accession-level and continuing legal training for all Navy, Marine Corps and Coast Guard lawyers, enlisted legal professionals, active and reserve. In addition, NJS provides training for civilian personnel, sea service commanders, legal officers, senior enlisted leaders and others in the administration of military law.

## Mission

Train all Sea Service (Navy, Marine Corps and Coast Guard) judge advocates, enlisted, and civilian legal professionals to deliver quality legal services, promote justice, and enhance Sea Service fleet readiness.

Train Sea Service leaders and legal support personnel to perform their command and staff duties in accordance with United States and international laws.



## **Registration and Enrollment**

Naval Justice School (NJS) uses an open enrollment concept which allows individuals to apply for courses year round. Enrollment will close 10 weeks prior to the courses convene date. Course Coordinators will make their selections and a quota selection announcement will be sent out 8 weeks prior to the convene date to identify those who have and have not received a quota.

## **How to Apply**

**For the Senior Leader Legal Course, the Legal Clerk Course and Legal Officer Course please use eNTRS to apply for a quota.** All other NJS courses use a fillable PDF that can be found at the website listed below. Once the Quota Submission Form (QSF) is filled out it will then be emailed to the registrar email address listed below. You will then receive an automatic reply that your QSF has been received.

## **Registrar Contact Information**

**Email:** [njs-registrar@njsonline.onmicrosoft.com](mailto:njs-registrar@njsonline.onmicrosoft.com)

**Website:** [https://www.jag.navy.mil/njs\\_curriculum.htm](https://www.jag.navy.mil/njs_curriculum.htm)

### **Naval Justice School**

360 Elliot St

Newport, RI 02841

P:401-841-3800 x 131

### **Naval Justice School Detachment Norfolk**

1683 Gilbert St., Suite 340 Bldg. J-50

Norfolk, VA 2351

### **Naval Justice School Detachment San Diego**

3975 Norman Scott Rd. Bldg. 3290, 5th Deck

San Diego, CA 92136

# N.J.S RESIDENT COURSES

Advanced Cyber Law

Advanced National Security Law

Advanced Staff Judge Advocate

Basic Staff Judge Advocate

Classified Information Litigation

Defending Sexual Assault Cases

Ethics Counselor Course

Intermediate Leader Course

Information Staff Judge Advocate

Information Warfare Law Training

Judge Advocate Career Training

Judge Advocate Refresher Training

Law of Naval Operations

Legal Clerk Course

Legal Ethics for Paralegals

Legal Officer Course

Legal Services Administrative Board Recorder Course

# N.J.S RESIDENT COURSES

Legal Services Administrative Law Course

Legal Services Military Justice Course

Legalman Litigation Law Office Manager

Mid-Level Legalman Phase 1

Mid-Level Legalman Phase 2

Military Justice Orientation Course

Paralegal Litigation Support Course

Paralegal Research and Writing

Professional Development Officer Course

Prosecuting Special Victim Cases

Prospective NLSC Department Head Course

Prospective NLSC TRIAD Course

Senior Counsel Manager's Course

Senior Leader Legal Course (SLLC)

Senior Leader Course

Senior Legalman Course

Victims Legal Counsel Certification Course

# Yearly Offerings

CDP	Course	Convene	Graduate
24M5	Senior Leader Legal Course <b>Virtual</b>	4-Oct	6-Oct
947J	Legal Clerk Course <b>Virtual</b>	17-Oct	28-Oct
947H	Legal Officer Course (San Diego, CA)	17-Oct	28-Oct
0379	Legal Clerk Course (Norfolk, VA)	17-Oct	28-Oct
0376	Legal Officer Course (Norfolk, VA)	17-Oct	28-Oct
USMC	Legal Ethics for Paralegals (USMC)	17-Oct	21-Oct
15DG	Judge Advocate Career Training	24-Oct	28-Oct
USMC	Paralegal Research and writing (USMC)	24-Oct	4-Nov
0258	Senior Leader Legal Course (Newport, RI)	2-Nov	4-Nov
23N4	Military Justice Orientation Course	7-Nov	18-Nov
20NN	Division Officer Leader Course (NLEC)	7-Nov	10-Nov
24M5	Senior Leader Legal Course <b>Virtual</b>	8-Nov	10-Nov
07HA	Legalman Mid Level Phase 2 (San Diego, CA)	14-Nov	18-Nov
0379	Legal Clerk Course (Norfolk, VA)	5-Dec	16-Dec
947J	Legal Clerk Course (San Diego, CA)	5-Dec	16-Dec
0376	Legal Officer Course (Norfolk, VA)	5-Dec	16-Dec
947H	Legal Officer Course <b>Virtual</b>	5-Dec	16-Dec
12R7	Paralegal Litigation Support <b>Virtual</b>	5-Dec	9-Dec
09XZ	Information Warfare Law (Washington DC)	13-Dec	16-Dec
0258	Senior Leader Legal Course (Newport, RI)	13-Dec	15-Dec
USMC	Legal Services Court Reporter Course (USMC)	5-Jan	7-Apr
0258	Senior Leader Legal Course (Newport)	18-Jan	20-Jan
USMC	Legal Services Specialist Course	18-Jan	30-Mar
0257	Basic Lawyer Course	19-Jan	30-Mar
0376	Legal Officer Course (Norfolk, VA)	23-Jan	3-Feb
0379	Legal Clerk Course <b>Virtual</b>	23-Jan	3Feb
947H	Legal Officer Course (San Diego)	23-Jan	3-Feb
947J	Legal Clerk Course (San Diego)	23-Jan	3-Feb
0258	Senior Leader Legal Course (Newport, RI)	7-Feb	9-Feb
09XY	Advanced Cyber Law	<b>TBD</b>	<b>TBD</b>
24M5	Senior Leader Legal Course <b>Virtual</b>	14-Feb	16-Feb
MTT	BMOC MTT <b>Tentative</b> (Camp Lejeune NC)	15-Feb	24-Feb
0258	Senior Leader Legal Course (Newport RI)	22-Feb	24-Feb

# Yearly Offerings

CDP	Course	Convene	Graduation
0376	Legal Officer Course Virtual	27-Feb	10-Mar
0379	Legal Clerk Course (Norfolk, VA)	27-Feb	10-Mar
17ZG	Intermediate Leader Course (NLEC)	6-Mar	10-Mar
846L	Senior Legalman Course	6-Mar	10-Mar
947J	Legal Clerk Course (San Diego)	6-Mar	17-Mar
947H	Legal Officer Course (San Diego)	6-Mar	17-Mar
11S1	Legalman Mid Level Phase 1 (Norfolk VA)	13-Mar	14-Apr
0258	Senior Leader Legal Course (Newport)	14-Mar	16-Mar
23N2	Intermediate Staff Judge Advocate (Norfolk)	20-Mar	24-Mar
03RF	Legalman Accession Phase 1 & 2	27-Mar	30-Jun
24M5	Senior Leader Legal Course <b>Virtual</b>	28-Mar	30-Mar
20NN	Division Officer Leader Course (NLEC)	3-Apr	6-Apr
23N4	Military Justice Orientation Course	3-Apr	14-Apr
USMC	Legal Ethics for Paralegals (USMC)	3 Apr	7-Apr
11RY	Basic Staff Judge Advocate	3-Apr	7-Apr
0258	SLLC (Newport)	4-Apr	6-Apr
USMC	Paralegal Research and Writing (USMC)	10-Apr	21-Apr
0376	Legal Officer Course (Norfolk)	10-Apr	21-Apr
0379	Legal Clerk Course (Norfolk, VA)	10-Apr	21-Apr
947H	Legal Officer Course (San Diego)	17-Apr	28-Apr
947J	Legal Clerk Course <b>Virtual</b>	17-Apr	28-Apr
748A	Law of Naval Operations (Va Beach, VA)	17-Apr	21-Apr
25G2	Victim's Legal Counsel Certification	24-Apr	28-Apr
MTT	BMOC MTT Tentative (Camp Lejeune, NC)	26-Apr	5-May
USMC	Legal Services Admin Law Course (USMC)	1-May	12-May
0258	Senior Leader Legal Course (Newport)	2-May	4-May
24M5	Senior Leader Legal Course <b>Virtual</b>	2-May	4-May
0257	Basic Lawyer Course	2-May	13-Jun

# Yearly Offerings

<b>CDP</b>	<b>Course</b>	<b>Convene</b>	<b>Graduate</b>
0379	Legal Clerk Course (Norfolk, VA)	8-May	19May
0376	Legal Officer Course (Norfolk, VA)	8-May	19-May
947H	Legal Officer Course <b>Virtual</b>	8-May	19-May
947J	Legal Clerk Course (San Diego)	8-May	19-May
0258	Senior Leader Legal Course (Newport)	16-May	18-May
USMC	Legal Services Military Justice Course (USMC)	22-May	26-May
11AE	Legalman Litigation Law Office Manager	23-May	25-May
942L	Senior Counsel Managers Course	23-May	25-May
10E1	Ethics Counselor Course <b>Virtual</b>	23-May	25-May
15DG	Judge Advocate Career Training (Newport)	5-June	9-Jun
947J	Legal Clerk Course (San Diego, CA)	5-Jun	16-Jun
947H	Legal Officer Course (San Diego, CA)	5-Jun	16-Jun
23WU	Adv Staff Judge Advocate (Washington DC)	5-Jun	9--Jun
07HA	Legalman Mid Level Phase 2 (Norfolk, VA)	12-Jun	18-Jun
12R7	Paralegal Litigation Support (Newport)	12-Jun	16-Jun
748A	Law of Naval Operations (San Diego CA)	6-Jun	10-Jun
0258	SLLC (Newport, RI)	20-Jun	22-Jun
23N3	Intermediate Staff Judge Advocate <b>Virtual</b>	26- Jun	30-Jun
USMC	Legal Services Admin Board Recorder Course	10-Jul	21-Jul
0379	Legal Clerk Course (Norfolk, VA)	10-Jul	21-Jul
947J	Legal Clerk Course (San Diego, CA)	10-Jul	21-Jul
0376	Legal Officer Course <b>Virtual</b>	10-Jul	21-Jul
947H	Legal Officer Course (San Diego, CA)	10-Jul	21-Jul
23N4	Military Justice Orientation Course	17-Jul	28-Jul
20NN	Division Officer Leader Course (NLEC)	17-Jul	20-Jul
03RF	Legalman Accession Core	17-Jul	20-Oct
09Y9	Classified Information Litigation (Wash. DC)	18-Jul	20-Jul
2201	P-TRIAD (Newport)	24-Jul	28-JUL
0258	SLLC (Newport, RI)	25-Jul	27-Jul
MTT	BMOC (Camp LeJeune, NC) Tentitive	26- Jul	4-Aug



# Yearly Offerings

CDP	Course	Convene	Graduate
24M5	Senior Leader Legal Course <b>Virtual</b>	1-Aug	3-Aug
09Y2	Prosecuting Special Victims Cases (Newport)	7-Aug	11-Aug
850T	Basic Staff Judge Advocate <b>Virtual</b>	7-Aug	11-Aug
961J	Defending Sexual Assault Cases (San Diego)	7-Aug	11-Aug
947H	Legal Officer Course (San Diego, CA)	14-Aug	25-Aug
947J	Legal Clerk Course (San Diego, CA)	14-Aug	25-Aug
USMC	Legal Services Court Reporter Course (USMC)	15-Aug	16-Nov
NJS	PDO Summit (Washington, DC)	15-Aug	17-Aug
0258	SLLC (Newport, RI)	15-Aug	17-Aug
748A	Law of Naval Operations	21-Aug	25-Aug
0376	Legal Officers Course (Norfolk, VA)	21-Aug	1-Sep
0379	Legal Clerk Course <b>Virtual</b>	21-Aug	1-Sep
0257	Basic Lawyer Course	23-Aug	3-Nov
11S1	Legalman Mid-Level Phase 1	30-Aug	1-Oct
4044	Advanced National Security Law	5-Sep	7-Sep
USMC	Legal Services Specialist Course (USMC)	5-Sep	16-Nov
0258	SLLC (Newport RI)	6-Sep	8-Sep
NJS	Prospective Department Head (Newport RI)	12-Sep	16-Sep
947J	Legal Clerk Course (San Diego, CA)	11-Sep	22-Sep
947H	Legal Officer Course (San Diego, CA)	11-Sep	22-Sep
24TM	Prospective Department Head (Newport RI)	12-Sep	15-Sep
0258	SLLC (Newport, RI)	26-Sep	28-Sep



# Advanced Cyber Law Course

Ft. Meade, MD

**Course Description**—This advanced course is for personnel whose current or prospective billet or duties involve cyberspace operations, cyber law, information operations, intelligence law, space operations, or general national security law. Ensure the following information is provided in your justification to attend this course: Current or prospective billet or duties and whether such duties involve cyber law, cyberspace operations, information operations, intelligence law, space operations, or general national security law. Highest priority will be given to judge advocates in or going to operational and support billets in these areas.

**Prerequisites**—This course requires a TOP SECRET security clearance with specific SCI read-ins. Attendees going to their first cyber or intelligence billet should complete "Introduction to Cyberspace Operations" (online only) prior to course convening date, which can be accessed through NJS Blackboard online.

**Target Audience**—Personnel whose current or prospective billet or duties involve cyberspace operations, cyber law, information operations, intelligence law, space operations, or general national security law.

Convene Date	Graduate Date	QSF Due Date
7 - Feb -2023	9-Feb-2023	9-Dec-2022

CDP 09XY



# Advanced National Security Law

Newport, RI

**Course Description**—This course presents advanced topics in national security law to senior judge advocates, providing opportunity to discuss challenging aspects of current operations and their legal implications at the classified level. Material will be presented in lecture and seminar-type discussion. Topics include trans regional contingencies, electronically-denied environments, sensitive intelligence collection, unmanned and autonomous systems, cyber-enabled operations, covert action, competition in the Arctic, and challenges in the space domain.

**Prerequisites**— None.

**Target Audience**—This course is for senior judge advocates with experience in national security law practice and an intermediate or higher understanding of the principles of the law of the sea and the law of armed conflict. This course is recommended for judge advocates assigned to operational or strategic level commands requiring expertise in the law and policy concerning armed conflict, navigation or overflight, intelligence, information operations, or cyber activity, or the maritime domain.

Convene Date	Graduate Date	QSF Due Date
5-Sep-2023	7-Sep-2023	Invitation only

CDP 4044



# Advanced Staff Judge Advocate

Washington, D.C

**Course Description**—This advanced level course provides training on key legal issues in core SJA practice areas. Topics include ethics and standards of conduct, professional responsibility, ADSEP processing, major investigations, SAPR, claims and tort litigation, DON IG investigations, civilian personnel law, fiscal law, environmental law, and operational law issues affecting the staff judge advocate. The course combines lectures with panel discussions and breakout sessions based on specific areas of practice. Facilitators include current or former senior staff judge advocates from SECNAV, OPNAV, Component Commands, Fleet Commands, Type Commands, CNIC/Regions, HQMC, NAVPERSCOM, IG, and major Navy or Marine Corps installations and operational commands. For Navy judge advocates, this course provides ethics counselor certification.

**Prerequisites**— None.

**Target Audience**— All judge advocates assigned as the principal Staff Judge Advocate to a two –star flag officer in command or above or as an OJAG Division Director with commensurate SJA responsibilities.

Convene Date	Graduate Date	QSF Due Date
5-Jun- 2022	9-Jun-2022	24- Mar-2023

CDP 23WU



## Basic Staff Judge Advocate

Norfolk, VA (Virtual)      San Diego, CA

**Course Description**—This basic level course provides an intensive review of key legal issues in core SJA practice areas. Topics include administrative investigations, ADSEP processing, government ethics and standards of conduct, professional responsibility, fiscal law, civilian personnel law, IG investigations, grievance procedures, installation issues, and relations with civil authorities. This course also includes review of military justice associated with the SJA practice, including evidentiary issues, post-trial processing, VWAP, and the SAPR Program. This course provides initial ethics counselor certification.

**Prerequisites**— 'Ethics for the SJA' (Blackboard online) within three years prior to attending this course.

**Target Audience**— All second tour judge advocates and more senior judge advocates assigned as a member or principal Staff Judge Advocate to a Special Court-Martial Convening Authority, junior member (e.g. Assistant SJA) of a General Court-Martial Convening Authority's SJA office, Region Legal Service Office command services department serving as a Staff Judge Advocate, or OJAG office with commensurate responsibilities or enlisted paralegals on independent duty.

Convene Date	Graduate Date	QSF Due Date	Location
5-Apr-2023	7-Apr-2023	10-Feb-2023	San Diego, CA
7-Aug-2023	11-Aug-2023	31-May 2023	Virtual

San Diego CDP 11RY  
Norfolk CDP 850T



# Classified Information Litigation

Washington, DC

**Course Description**—This intermediate course is designed to explain and then build upon foundational concepts and issues related to litigation involving classified information (CI). Examples are primarily focused on criminal cases officially designated as National Security Cases (NSCs), but also include Federal civil litigation and courts-martial which only involve CI tangentially. Instructors and guest speakers are experienced subject matter experts from across the Services and the Interagency Intelligence Community who are brought in to explain nuanced complexities and illustrate how and why cases involving CI tend to take substantially longer to litigate even when they are not designated as NSCs. Topics will include: general classified information security and handling; personnel security clearance eligibility, including access for military attorneys, civilian attorneys, and accused; coordination with Original Classification Authorities (OCAs); courtroom preparation for classified sessions; classification review process and declassification of evidentiary documents; M.R.E. 505 and 506 procedures and application; and charging decisions under both the UCMJ and Federal Code.

**Prerequisites**—SECRET level security clearance is required to attend this course and must be confirmed in advance of Day 1 of the course.

**Target Audience**— Judge advocates serving in core and senior trial/defense counsel billets with a priority for counsel detailed to cases involving classified information and/or national security. Senior paralegals and legalmen that handle CI or are assigned to cases involving CI and/or national security.

CDP 09Y9

Convene Date	Graduate Date	QSF Due
18 Jul 2023	20 Jul 2023	26-Apr 2023



# Defending Sexual Assault Cases

San Diego, CA

**Course Description**—This course is an intermediate trial litigation course focused on defending persons accused of sexual offenses at courts-martial. The course will prepare participants to address the unique challenges frequently encountered in sexual assault cases. Lecture topics will include statutory analysis, forensic DNA, counter-intuitive behavior, voir dire, cross-examination, propensity evidence, and sentencing. Instructors will include military and civilian attorneys with diverse backgrounds and substantial experience defending the military accused. Participants will apply the course materials to their own active cases during small group exercises facilitated by experienced practitioners.

**Prerequisites**— None.

**Target Audience**— Judge advocates assigned to core defense counsel billets and senior defense counsel.

Convene Date	Graduate Date	QSF Due Date
7-Aug-2023	11-Aug-2023	2-Jun-2023

CDP 961J



# Ethics Counselor Course

## VIRTUAL

**Course Description**— This course provides training for first-time Ethics Counselors or those who need a refresher before assuming an Ethics Counselor billet. Topics include Ethics Counselor fundamentals, gifts, conflicts of interest, use of government resources, relations with non-federal entities/outside activities, fundraising, financial disclosures, post-government employment, and political activities. This course will combine lectures with practical exercises to deliver the course material. For Navy judge advocates, this course provides ethics counselor certification.

**Prerequisites**— None.

**Target Audience**— First-time Ethics Counselors and Ethics Counselors desiring refresher training.

Convene Date	Graduate Date	QSF Due Date
23-May-2022	25-May 2023	17-Mar-2023

CDP 10E1





# Intermediate Leader Course

Newport, RI

**Course Description**—This five-day course is mandatory training for Navy judge advocates selected for promotion to O-4. This course is taught by the Navy Leadership and Ethics Center (NLEC) in Newport, RI and supplemented by NJS. The course combines presentations from senior leaders with specialized leadership development training in areas such as ethical decision-making and the Myers-Briggs© Type Indicator. The focus of the course is developing skills for mid-level leaders. The course is largely discussion and scenario based.

**Prerequisites**— None.

**Target Audience**— USN O-4 Selects.

Convene Date	Graduate Date
TBD	TBD



# Intermediate Staff Judge Advocate

Norfolk VA

San Diego, CA

**Course Description**—This intermediate level course provides training on key legal issues in core SJA practice areas. Topics include administrative investigations, administrative separation processing, government ethics and standards of conduct, professional responsibility, fiscal law, civilian personnel law, civil litigation/ Freedom of Information Act information access, financial disclosure management, environmental law, international agreements, Inspector General investigations, grievance procedures, installation issues, and relations with civil authorities. This course also includes review of military justice associated with the SJA practice, including evidentiary issues, post-trial processing, Victim Witness Assistance Program, and the Sexual Assault Prevention and Response Program. This course provides ethics counselor certification.

**Prerequisites**— None

**Target Audience**— All judge advocates assigned as the principal or Deputy Staff Judge Advocate to a General Court-Martial Convening Authority, RLSO Command Services Department Head or at an OJAG Division with commensurate SJA responsibilities.

Norfolk CDP 23N2

San Diego CDP 23N3

Convene Date	Graduate Date	QSF Due Date
20 Mar 2023	24 Mar 2023	6-Jan 2023
26-Jun-2023	30-Jun-20213	14-April-2023



# Information Warfare Law Training

## Washington D.C.

**Course Description**—This intermediate course provides joint training related to information operations, including instruction on military information support operations (MISO), military deception (MILDEC), covert action analysis, electronic warfare, and cyberspace operations. Instructors are experienced attorneys and operators. The material will be presented utilizing both lecture and discussion formats.

**Prerequisites**— This course requires a SECRET security clearance.

**Target Audience**— Judge advocates assigned or reporting to a billet that involves operational law and information operations.

Convene Date	Graduate Date	QSF Due Date
13-Dec-2022	16-Dec-2022	23-Sep-2022

CDP 09XZ



# Judge Advocate Career Training

## Newport, RI

**Course Description**— During this one week course, Navy Reserve judge advocates will receive training in operational law, military justice, administrative law, ethics, and legal assistance topics. This course is mandatory for all Navy Reserve Law Program judge advocates at least once every six years for continuing legal education purposes to stay abreast of updates in the law.

**Prerequisites**— None.

**Target Audience**— Reserve JAG Officers (U.S. Navy).

Convene Date	Graduate Date
24-Oct-2022	28-Oct-2022
5-Jun-2023	9-Jun-2023

CDP 15DG



# Judge Advocate Refresher Training

## Newport, RI

**Course Description**— During this one week course, USMC Reserve judge advocates will receive training in operational law, military justice, administrative law, ethics, and legal assistance topics.

**Prerequisites**— None.

**Target Audience**— Reserve Marine judge advocates.

Convene Date	Graduate Date
TBD	TBD



# Law of Naval Operations

## Virginia Beach, VA/ San Diego, CA

**Course Description**—This basic to intermediate course provides in-depth instruction covering national security law topics relevant to operations in the maritime and amphibious domains. Attendees will participate in exercise-driven scenarios and receive instruction and mentorship by senior national security judge advocates. The course will cover basic to intermediate areas of the law of the sea, intelligence law, the law of armed conflict and rules of engagement, information operations, foreign criminal jurisdiction, fiscal law, noncombatant evacuation operations, and humanitarian assistance/disaster relief.

**Prerequisites**— None.

**Target Audience**— Judge advocates assigned or reporting to an billet requiring intermediate-level knowledge of national security law, and especially those involved with operations in the maritime and amphibious domains.

Convene Date	Graduate Date	QSF Due Date
17-Apr-2023	21-Apr-2023	10-Feb-2023
21-Aug-2023	25-Aug-2023	8-Jun-2023

CDP 850V



## Legal Clerk Course

Norfolk, VA/San Diego, CA

**Course Description**— This two-week course prepares non-Legalman military personnel and civilian personnel serving as legal clerks to perform administrative support functions in the areas of military criminal law, military justice procedure, and administrative law. During this course, through lecture and practical exercises, students will demonstrate proficiency in the identification of legal issues and preparation of legal records, to include service record entries, non-judicial punishment reports, administrative separation documentation, and other military justice procedural documentation.

**Prerequisites**— None.

**Target Audience**— Enlisted personnel who are assigned to assist non-lawyer legal officers within a command as a collateral duty.

**Please use eNTRS to register for this course**

**\*Please see following page for course dates**

Norfolk CDP 0379

San Diego CDP 947J



## Legal Clerk Course

Course Dates

**Virtual dates in red**

Norfolk, VA

Convene Date	Graduate Date
17-Oct-2022	28-Oct-2022
5-Dec-2022	16-Dec-2022
<b>23-Jan-2023</b>	<b>3-Feb-2023</b>
27-Feb-2023	10-Mar-2023
10-Apr-2023	21-Apr-2023
8-May-2023	19-May-2023
10-Jul-2023	21-July-2023
<b>21-Aug-2023</b>	<b>1-Sep-2023</b>

San Diego, CA

Convene Date	Graduate Date
<b>17-Oct-2022</b>	<b>28-Oct-2022</b>
5-Dec-2022	16-Dec-2022
23-Jan-2023	3-Feb-2023
6-Mar-2023	17-Mar-2023
<b>17-Apr-2023</b>	<b>28-Apr-2023</b>
8-May-2023	19-May-2023
5-Jun-2023	16-Jun-2023
10-Jul-2023	21-July-2023
14-Aug-2023	25-Aug-2023
11-Sep-2023	22-Sep-2023

**Please use eNTRS to register for this course**





# Legal Ethics for Paralegals

Newport, RI

**Course Description—** To train military and civilian paralegals in the areas of ethical responsibilities within the practice of law and familiarize students with various ethical responsibilities in the practice of law. During this course, students will conduct in-depth analysis of the Model Rules of Professional Responsibility and apply concepts through discussion of actual ethical issues. Topics to be covered include: authorized practice of law, confidentiality, conflicts of interest, advertising, disciplinary process, and malpractice. This course will consist of lectures and practical exercises.

**Prerequisites—** Must have a Primary MOS 4421 or service equivalent.

**Target Audience—** Navy Legalman, Marine Legal Service Specialist, other military or civilian paralegals employed by a branch of the armed forces or Department of Defense.

Convene Date	Graduate Date
17-Oct-2022	21-Oct-2022
3-Apr-2023	7-Apr-2023



## Legal Officer Course

Norfolk, VA / San Diego, CA

**Course Description** — This two-week course prepares non-lawyer military personnel to assist the command with military justice procedure and evidence. This course also provides basic training in topics such as administrative separation processing, standards of conduct, and administrative investigations. Students will gain and demonstrate proficiency in drafting charges and act as a recorder for an administrative separation board. This legal training is accomplished through lectures, practical exercises, and examinations.

**Prerequisites**— None.

**Target Audience**— This course is open to O-1 to O-4, who are designated in writing as Legal Officers or who will be assuming the role of Legal Officer within 6 months, and to enlisted Paralegals on independent duty.

**Please use eNTRS to register for this course**

**\*Please see following page for course dates**

Norfolk CDP 0376

San Diego CDP 947H



## Legal Officer Course

Course Dates

**Virtual dates in red**

### Norfolk, VA

Convene Date	Graduate Date
17-Oct-2022	28-Oct-2022
5-Dec-2022	16-Dec-2022
23-Jan-2023	3-Feb-2023
<b>27-Feb-2023</b>	<b>10-Mar-2023</b>
10-Apr-2023	21-Apr-2023
8-May-2023	19-May-2023
<b>18-Jul-2023</b>	<b>21-July-2023</b>
21-Aug-2023	1-Sep-2023

### San Diego, CA

Convene Date	Graduate Date
17-Oct-2022	28-Oct-2022
<b>5-Dec-2022</b>	<b>16-Dec-2022</b>
23 Jan-2023	3-Feb-2023
6-Mar-2023	17-Mar-2023
17-Apr-2023	28-Apr-2023
<b>8-May-2023</b>	<b>19-May-2023</b>
5-Jun-2023	16-Jun-2023
10-Jul-2023	21-July-2023
14-Aug-2023	25-Aug-2023
11-Sep-2023	22-Sep-2023

**Please use eNTRS to register for this course**



# Legal Services Administrative Board Recorder Course

Newport, RI

**Course Description**—The purpose of this course is to provide the knowledge necessary for conducting and administrative separation board to Legal Service Specialists SNCOs and Legal Administrative Officers.

**Prerequisites**— Must hold primary MOS 4421 or MOS 4430.

**Target Audience**— USMC Paygrade E6-E8, WO1-2.

Convene Date	Graduate Date
10-Jul-2023	21-Jul-2023



# Legal Services Admin Law Course

## Newport, RI

**Course Description**—Specialized instruction is provided in detailed reviewing of administrative separation packages and administrative investigations.

**Prerequisites**— Must have a Primary MOS 4421.

**Target Audience**— USMC Paygrade E4-E7.

Convene Date	Graduate Date
1-May-2023	12-May-2023



# Legal Services Military Justice Course

## Newport, RI

**Course Description**—This course is designed to provide Legal Service Specialists the knowledge and skills necessary to support attorneys working as a prosecuting attorney or defense counsel. Instruction is provided in military justice procedures, and how to identify and correct discrepancies with military justice documents.

**Prerequisites**— Must have a Primary MOS 4421.

**Target Audience**— USMC Paygrade E4-E8.

Convene Date	Graduate Date
22-May-2023	26-May-2023



## Legalman Litigation Law Office Manager Norfolk, VA

**Course Description**—This course assists senior enlisted leadership in understanding expectations regarding case management and the military justice system in order to more effectively execute the daily mission of trial and defense litigation departments.

**Prerequisites**— None.

**Target Audience**— E-7 and above assigned to or slated to litigation billets. E-6 with approval.

Convene Date	Graduate Date	QSF Due Date
23-May-2023	25-May-2023	17 Mar-2023

CDP 11AE



# Mid-Level Legalman Phase 1

Distance Learning—*Navy Personnel Only*

**Course Description**— This five-week required distant learning course prepares U.S. Navy Legalman to be more effective in a mid-level leadership position by providing advanced substantive legal training and professional development. This on-demand course is delivered online, administered through Blackboard, and requires approximately 4-6 hours of individual effort per week. This course focuses on increasing the skill and professional efficiency of military paralegals through a combination of self-paced study, written assignments, online discussion participation, and a final examination.

**Prerequisites**— None.

**Target Audience**— Second-tour Legalman.

Convene Date	Graduate Date	QSF Due Date
13-Mar-2023	14-Apr-2023	6-Jan-2023
30 -Aug -2023	1- Oct- 2023	20-Jun-2023

CDP 11S1





## Legalman Mid-Level Phase 2

Norfolk, VA/San Diego, CA

**Course Description**—This course is the second in a two-part course designed to increase the knowledge and skills needed to be a Leading Petty Officer. This course prepares Navy Enlisted paralegals to be more effective in a mid-level leadership position by providing professional development and advanced substantive training. Specific areas of instruction include preparation of awards and evaluations, legal briefing, integration, legal assistance, ethics and standards of conduct, NJP, processing Freedom of Information Act requests, victim rights and resources, and conducting recorder duties for administrative separation board proceedings. This course includes lecture, discussion, and practical exercises to increase student skill level.

**Prerequisites**— Legalman Mid-Level Phase I (online course) must be completed within two years of course convening date, which can be accessed through Naval Justice School Blackboard online.

**Target Audience**— Leading Petty Officers.

Convene Date	Graduate Date	QSF Due Date	Location
14-Nov-2022	18-Nov-2022	5-Sep-2022	San Diego, CA
12-Jun-2023	12-Jun-2023	3-Apr-2023	Norfolk, VA



# Military Justice Orientation Course

## Newport, RI

**Course Description**— Beginner trial advocacy course focusing on courtroom advocacy via participation and drills. Mock scenario, practical on-your-feet exercises, and pre-course read-ahead materials are used to maximize participation and enhance advocacy skills. Course will prepare new counsel to effectively prepare, manage, and litigate cases from the investigation through post-trial and appellate stage, with focus on the practical aspects of trial and defense practice. This is an SVIP/SAAITF certifying course.

**Prerequisites**— Basic Lawyer Course

**Target Audience**— Beginner military justice practitioners/new core counsel.

Convene Date	Graduate Date	QSF Due Date
7-Nov-2022	18-Nov-2023	2-Sep-2023
3-April-2023	14-April-2023	3-Feb-2023

CDP 23N4



# Paralegal Litigation Support Course

## Newport, RI

**Course Description**—This beginner/intermediate course is designed for entry-level paralegals assigned to litigation support billets and will focus on the paralegal role in litigation from case preparation through post-trial processing. Using a combination of online and classroom instruction, the course is designed to strengthen understanding and build experience in the process of case preparation, trial strategy, and trial execution. The foundation of the course is a core fact pattern for students to learn and work with during the online portion and to apply during the in-residence classroom training.

**Prerequisites**— Online portion (Blackboard) of the course.

**Target Audience**— Paralegals slated for or currently assigned to litigation support billets with less than 2 years total experience in a trial support role.

Convene Date	Graduate Date	QSF Due Date
5-Dec 2022	9-Dec 2022	26-Sep 2022
12-Jun-2023	16-Jun-2023	10-Apr -2023

**The 5 December course will be virtual.**

CDP 12R7



# Paralegal Research and Writing

Newport, RI

**Course Description**—To provide students with the knowledge and skills necessary to identify legal issues, research the law, and draft legal memoranda in support of their position as Paralegals. Students conduct legal research using both the law library and internet resources. Staff attorney instructors teach legal research and writing and grade students' written legal memoranda. Staff senior enlisted instructors provide additional training, which involves analyzing and responding to practical research exercises.

**Prerequisites**— Must have a Primary MOS 4421 or service equivalent.

**Target Audience**— Navy Legalman, Marine Legal Service Specialist, or other military paralegal, or a civilian paralegal employed by a branch of the armed forces or Department of Defense.

Convene Date	Graduate Date
24-Oct-2022	4-Nov-2022
10-Apr-2023	21-Apr-2023



## Professional Development Officer Course Washington, DC

**Course Description**—This course provides incumbent and incoming Professional Development Officers (PDO) with the information and skills needed to succeed in their unique assignments. The goal of the course is to facilitate the sharing of information and normalize the professional development program across the enterprise. This course expands focus of the PDO role beyond just the FTJA program (and NLSC) to ensure both RLSOs and DSOs are properly supported, and creates a culture of professional development in the JAGC Community (e.g., lifetime learners). The course is a combination of subject matter expert instruction and small group discussion.

**Prerequisites**— None.

**Target Audience**— Incumbent and incoming Professional Development Officers.

Convene Date	Graduate Date
15-Aug-2023	17-Aug-2023

CDP 09XU



# Prosecuting Special Victim Cases

Washington, DC

**Course Description**—This course is an intermediate/advanced level litigation course focused on various aspects of prosecuting cases with special victims. Substantive lectures include topics such as child forensic interviews, preparing victims for court, building and corroborating special victim cases, medical and legal aspects of strangulation, psychology in assessing risk and lethality in special victim cases, and an overview of recent legal and policy changes in special victim cases. The course provides both integrated lectures and separate tracks for attorneys and paralegals. This is an SVIP certifiable course.

**Prerequisites**— None.

**Target Audience**— Judge Advocates assigned to a core and senior trial counsel billet that have previously prosecuted special victim cases and paralegal assigned to a prosecution litigation office.

Convene Date	Graduate Date	QSF Due Date
7-Aug-2023	11-Aug-2023	2-Jun-2023

CDP 09Y2



## NLSC Prospective Dept Head Course

### Newport, RI

**Course Description**—NLSC Prospective Department Head is a one-week long course designed to provide incumbent and prospective NLSC Department Heads (DHs) with the information and skills needed to succeed in these challenging roles. The goal of this course is to familiarize students with NLSC policies and procedures as well as develop practical skills to address leadership challenges faced by NLSC DHs.

**Prerequisites**— None.

**Target Audience**—Judge advocates newly arrived or slated to NLSC DH billets are expected to attend if possible. Judge advocates currently serving as NLSC DHs are invited and encouraged to attend as well.

Convene Date	Graduate Date
13-Sept-2023	15-Sept-2023

CDP 2201



## P-TRIAD

Newport, RI

**Course Description**—P-TRIAD is a one week course at NJS to prepare incoming active duty and reserve CO/XO/O5OIC/SEL on traversing, managing and succeeding in the Naval Legal Service Command leadership environment or simply the path to successful leadership in a legal command. Topics covered during the course include, Enlisted Detailing, Enlisted Evals, JAGC Training, NLSC IG, Budget, JCAB, CMEO/Security, Civilian Personnel Management, JAGC Reserve Affairs, Reserve Nuts and Bolts, CO/XO/SEL Nuts and Bolts, NLSC Dets and BROFFs, FITREPS, Senior Detailer, Victim Legal Counsel, A View from the Bench, Trial Update, Management of Trial/Defense Counsel, Code 61, JAGC Community Mentor Program, Professional Development Officers, Officer Community Manager, and Mental Health.

**Prerequisites**— None.

**Target Audience**—Prospective CO/XO/O5OIC/SEL headed to NLSC commands.

Convene Date	Graduate Date
24-July-2023	28-July-2023

CDP 2201





# Senior Counsel Manager's Course

Norfolk, VA

**Course Description**—This course focuses on preparing senior trial and defense counsel for a supervisory role. Topics include leadership and litigation, case and office management, professional responsibility, handling complex cases, development of case strategy, delivering effective training, mentoring junior counsel, vicarious trauma, and lessons learned/best practices from Military Justice Act of 2016. Each session is designed to provide substantive and practical training for a joint trial and defense audience along with trial and defense specific breakout sessions.

**Prerequisites**— *Navy TCAP/DCAP Invitation Only.*

**Target Audience**— Judge Advocates serving in or slated to serve in senior trial or defense counsel billets.

<b>Convene Date</b>	<b>Graduate Date</b>
23-May-2023	25-May-2023

CDP 942L



## Senior Leader Legal Course

Newport, RI

**Course Description**—The Senior Leader Legal Course is a three-day course designed to prepare O-5 and O-6 commanding officers, executive officers, and senior enlisted leaders/advisors (SEL/SEA) for the legal issues they will likely face as a command triad and team. Previously, the SLLC was called the Senior Officer Course (SOC). NJS has integrated the SOC with the Senior Enlisted Legal Course (SELC) to form the SLLC. The SELC will no longer be offered. Senior enlisted should register for the SLLC to obtain legal training when detailed to a SEL/SEA billet. The topics covered include: investigations, non-punitive measures, non-judicial punishment, administrative separations, officer misconduct, military justice, sexual harassment, sexual assault, ethics, civilian personnel law, law of armed conflict, rules of engagement, law of the sea, free speech and political activities, overseas legal issues, gifts, fundraising, and legal assistance.

**Please use eNTRS to register for this course**

**Target Audience**—Navy and Marine Corps O-5 /O-6 commanding officers, executive officers, and E-8/E-9 senior enlisted leaders/advisors.

**\*Please see following page for course dates**

**Newport CDP 0258**

**Virtual CDP 24M5**



## Senior Leader Legal Course Dates

### In Person Course CDP 0258 Newport RI

Convene Date	Graduate Date
2-Nov-2022	4-Nov-2022
13-Dec-2022	15-Dec-2022
18-Jan-2023	20-Jan-2023
7-Feb-2023	9-Feb-2023
22-Feb-2023	24-Feb-2023
14-Mar-2023	16-Mar-2023
4-Apr-2023	6-Apr-2023
2-May-2023	4-May-2023
16-May-2023	18-May-2023
20-Jun-2023	22-Jun-2023
25-Jul-2023	27-Jul-2023
15-Aug-2023	17-Aug-2023
6-Sep-2023	8-Sep-2023
26-Sep-2023	28-Sep-2023

### Virtual Course, CDP 24M5

Convene Date	Graduate Date
4-Oct-2023	6-Oct-2023
8-Nov-2023	10-Nov-2023
14-Feb-2023	16-Feb-2023
28-Mar-2023	30-Mar-2023
2-May-2023	4-May-2023
1-Aug-2023	3-Aug-2023

**Please use eNTRS to request a quota**



## Senior Leader Course

Newport, RI/Dam Neck VA/San Diego CA

**Course Description**—This course is offered on a limited basis to O-5 Judge Advocates who have not attended NLEC PXO. Held at the Naval Leadership and Ethics Center (NLEC), this five-day course focuses on leadership and self-awareness for judge advocates reaching positions of senior leadership in the Navy JAG Corps. The course combines presentations from senior leaders with specialized leadership development training in areas such as ethical decision-making and the Myers-Briggs© Type Indicator. The focus of the course is on developing skills for senior leaders. The course is largely discussion and scenario based.

**Prerequisites**— None.

**Target Audience**— USN O-6 Selects.

Convene Date	Graduate Date	Location
TBD		Newport RI
TBD		Dam Neck VA
TBD		San Diego CA

NLEC

Newport CDP 19UT

Dam Neck CDP 19UV

San Diego CDP 19UU



# Senior Legalman Course

Newport, RI

**Course Description**—This five-day course is mandatory training for Navy LNs selected for promotion to E-7. This course is taught by the Navy Leadership and Ethics Center (NLEC) in Newport, RI and supplemented by NJS. The course combines presentations from senior leaders with specialized leadership development training in areas such as ethical decision-making and the Myers-Briggs© Type Indicator. The focus of the course is developing skills for mid-level leaders. The course is largely discussion and scenario based.

**Prerequisites**— None.

**Target Audience**— LN E-7 Selects.

Convene Date	Graduate Date	QSF Due Date
6-Mar-2023	10-Mar-2023	28-Dec-2022

CDP 846L



# Victims Legal Counsel Certification

## Newport, RI

**Course Description**— This intermediate/advanced course prepares judge advocates to effectively serve as Victim’s Legal Counsel (VLC) when appointed. Completion of the course is a prerequisite to performing VLC duties. Core instruction provides a program and policy overview before focusing on the roles, relationships, and professional responsibilities of VLCs throughout sexual assault and domestic violence cases. Instruction will include emphasis on substantive military law directly related to sexual assault, domestic violence, and child abuse crimes as well as instruction on victim behavior, services, and medical issues. Guest lecturers discuss victim sensitive interviewing and counseling techniques while experienced judge advocates offer practical insight into the USN and USMC VLC Programs as well as sister service programs. Participation in practical scenario-driven exercises is a substantial portion of the course.

**.Prerequisites**— This course is limited to Judge Advocates selected to become VLCs. Selected VLCs should have military justice or civilian litigation experience prior to attending this intermediate/advanced course. Attendance is authorized, if seats are available, for paralegals serving in military justice or legal assistance positions in support of VLCs. Security clearance is NOT required.

**Target Audience**— Judge Advocates selected to become VLCs who have prior military justice or civilian litigation experience.

Convene Date	Graduate Date	QSF Due Date
24-Apr-2023	28-Apr-2023	Invitation only