



## Monthly Training Advisory

### UPCOMING COURSE QUOTA SUBMISSION INFORMATION

**Basic Staff Judge Advocate** – 17-21 March 2025, NJS Detachment Norfolk VA. (IN PERSON)

This beginner level course provides an intensive review of key legal issues in core SJA practice areas. Topics include administrative investigations, NJP and ADSEP processing, government ethics and standards of conduct, FOIA/Privacy Act, professional responsibility, grievance procedures, and relations with civil authorities. This course also includes review of military justice associated with the SJA practice and from the SJA perspective, including evidentiary issues, post-trial processing, and VWAP.

Target Audience – Judge Advocates from the sea services, currently serving in or slated to their first SJA assignment and Enlisted Paralegals serving in independent duty billets.

Prerequisites – 'Ethics for the SJA' (Blackboard online) within two years prior to attending this course. Upload of certificate of completion will be required. Instructions on how to complete and upload the certificate to follow upon enrollment in the course.

Enrollment – To enroll submit a completed Quota Submission Form (QSF) to the NJS Registrar, at [njs-registrar@njsonline.onmicrosoft.com](mailto:njs-registrar@njsonline.onmicrosoft.com) by **COB on 23 Jan 2025**. The QSF can be found at <https://www.jag.navy.mil/about/organization/ojag/njs/curriculum/>, previous editions are obsolete.

Point of Contact – For any questions or concerns, please contact LCDR Michael Seeley by phone at (757) 444-5641 at [michael.seeley@njsonline.onmicrosoft.com](mailto:michael.seeley@njsonline.onmicrosoft.com).