



## Training Advisory

### UPCOMING COURSE QUOTA SUBMISSION INFORMATION

**MID-LEVEL LEGALMAN PHASE II – 3-7 November 2025 at NJS Detachment San Diego.**

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 evaluations, legal briefing, integration, legal assistance, ethics and standards of conduct, NJP, MJA-16, victim rights and resources, and conducting recorder duties for administrative separation board proceedings. This course is in-person at Naval Justice School Detachment San Diego, CA.

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

Submit your completed Quota Submission Form (QSF) to NJS Registrar, at [njs-registrar@NJSOnline.onmicrosoft.com](mailto:njs-registrar@NJSOnline.onmicrosoft.com); by **COB on 30 September 2025**. The QSF can be found at [www.jag.navy.mil/about/organization/ojag/njs/curriculum/](http://www.jag.navy.mil/about/organization/ojag/njs/curriculum/), previous editions are obsolete. POC for questions about the course: LNCS(SW/EXW) Demetric Hart, at [demetric.hart@NJSOnline.onmicrosoft.com](mailto:demetric.hart@NJSOnline.onmicrosoft.com) or 619-519-4556.