



SELF-ASSESSMENT 2024/2025

Study Programme

Law

Summary

PROGRAMME PROFILE



The programme prepares legal assistants in demand in the labour market for the public and private sectors.

01 Qualification

Legal Assistant

02 Professional Code

3411 02

03 Forms of Study

Full-time, part-time, e-studies

04 Regions

Riga, Liepāja, Ventspils, Valmiera, Gulbene

Summary Focus

- The content is based on the professional standard and regulatory enactments.
- The programme regularly updates the content of the field of law in line with changes in the legal system.
- The studies promote the development of legal culture and public understanding of public administration processes.

Programme Direction

practically applicable legal knowledge
+ document preparation + application
of legal norms

Economic and Social Rationale

WHY THE PROGRAMME IS NEEDED

The need for specialists in the legal field has not decreased in 2025.

1 Public Sector

public administration, municipalities, law enforcement authorities

2 Private Sector

companies, legal departments, NGOs and credit institutions

3 Fields of Law

administrative law, civil law, labour law, commercial law

4 Change Skills

digitalisation and reduction of bureaucracy in public administration

61%

of residents are well informed about their rights

52%

want more easily understandable information about legal acts

9,97

legal literacy indicator on a 4-16 point scale

Conclusion: the programme supports legal literacy, social mobility and access to legal assistance for a broad range of society.

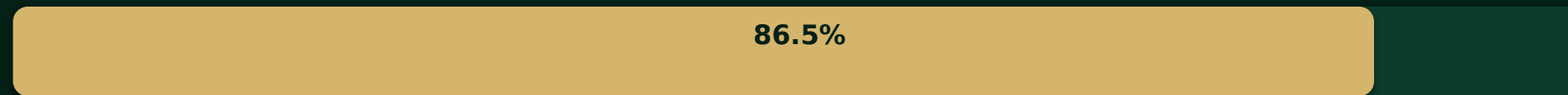
Admission Dynamics

STABLE INTEREST AND CHANGING FORMS OF STUDY

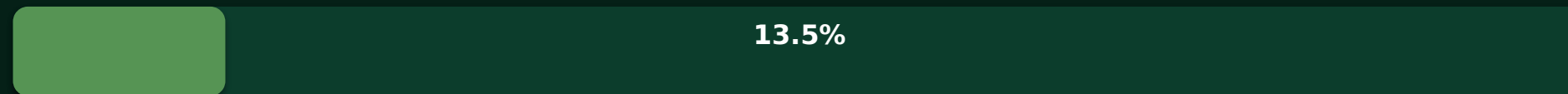


The dynamics of the last three academic years are not markedly variable: changes in autumn and winter admissions are minor.

Total Admissions: Autumn Period



Total Admissions: Winter Period



Autumn Admissions

a decrease of effectively 3 students compared with previous years

Winter Admissions

a decrease of only 1 student

Trend

Interest in part-time studies and e-studies is increasing; the study process must be adapted to the needs of working students.

Study Content and Learning Outcomes



THREE LEVELS OF KNOWLEDGE

The study programme consists of Parts A, B and C, implementing the requirements set out in the Legal Assistant professional standard.

1 Awareness

history of the state and law; professional ethics and communication

2 Understanding

constitutional law, administrative law, civil law, criminal law, labour law, EU law

3 Knowledge

analysis of legal norms, documents, solving legal issues and argumentation

The Graduate Is Able To

- analyse, interpret and apply regulatory enactments;
- prepare legal documents and substantiate legal conclusions;
- understand the functioning of the legal system and resolve practical legal situations.

Academic Achievements and Professional Orientation



EXAMPLES FROM 2025

In the 2025 academic year, several highly assessed qualification papers were recommended for publication.

1 Socially Responsible Public Procurement

qualification paper topic

2 Legal Regulation of Registration of the Fact of Birth

qualification paper topic

3 The Role of the State Border Guard in International Cooperation

qualification paper topic

4 Criminal Liability of Minors

qualification paper topic

5 Determination of a Child's Descent

qualification paper topic

6 Legal Regulation of Real Servitudes

qualification paper topic

Young Lawyers School

secondary school students are given the opportunity to learn about the profession and analyse current trends in the field of law

Study Visits

students and Young Lawyers School participants visit public institutions, including the Supreme Court

Study Implementation Methods

PRACTICAL ACQUISITION OF LEGAL SKILLS



1 Lectures and Seminars

theoretical foundations and discussions

2 Analysis of Court Practice

use of case law and findings

3 Case Studies

solving situations by applying legal norms

4 Document Preparation

contracts, opinions, draft regulatory enactments

5 Debates

argumentation and persuasion skills

6 Moodle Environment

video lectures and materials in e-studies

Role of Guest Lectures

Judges, attorneys and prosecutors give students an understanding of how legal norms are applied in practice.

Practical Training

A CENTRAL ELEMENT ON THE PATH TO GRADUATION



Practical training strengthens theoretical knowledge in a practical environment and develops professional ethics, communication and document preparation skills.

Public Administration

ministries and subordinate institutions

Municipalities

municipal institutions

Courts and Prosecutor's Office

understanding of procedural mechanisms

Law Firms

duties of a legal assistant

Companies

legal departments

NGOs

application of law in the public sector

Organisation of Practical Training

The student chooses the place of practical training independently; the training is implemented in accordance with the practical training regulations and a tripartite agreement.

Graduates in the Labour Market

EMPLOYMENT AND FURTHER EDUCATION



Some students are already actively employed during their studies, and the diploma strengthens their professional opportunities.

1 Public Administration

ministries, agencies, municipalities

2 Law Enforcement Authorities

courts, prosecutor's office, related institutions

3 Companies

legal departments and credit institutions

4 Law Firms

work in the status of a legal assistant

5 NGO Sector

legal issues in the public sector

6 Further Education

bachelor's and master's studies

The programme helps students acquire additional knowledge that is applied in their daily work.

SWOT Analysis

STRENGTHS AND OPPORTUNITIES



Strengths

- various forms of study and implementation in several cities;
- qualified academic staff with practical experience;
- hybrid learning and e-study solutions;
- opportunity to combine studies with work;
- ERASMUS+, guest lectures, scientific conferences and moot court simulations;
- modern library/digital library, reading room and technological base.

Opportunities

- expand cooperation with public administration, courts, attorneys and NGOs;
- more actively promote ERASMUS mobility programmes;
- develop the Young Lawyers School in the regions;
- integrate appropriate digital tools;
- purposefully promote the programme through various communication channels;
- continue attracting highly qualified guest lecturers.

SWOT Analysis

WEAKNESSES AND THREATS



Weaknesses

- combining studies with work may affect the pace of learning;
- limited funding for introducing new technologies;
- travel to branches creates additional costs for some students.

Threats

- competition among college programmes and higher education institutions;
- the demographic trend in Latvia;
- rapid changes in the labour market;
- interest of secondary school graduates in the profession;
- students' ability to pay and family circumstances;
- academic capacity risks in developing international modules.

Development Priorities



RECOMMENDED NEXT STEPS

1 Deepening Cooperation

courts, prosecutor's office, attorneys, public administration, municipalities and NGOs

2 Digital Modernisation

purposeful integration of legal digital tools, assessing cost-effectiveness

3 Strengthening the Regions

Young Lawyers School and information activities more broadly across Latvia's regions

4 ERASMUS+ and Guest Lecturers

student and lecturer mobility, international experience and guest lectures

5 Student Support

flexible forms of study, consultations and support for working students

Goal: to maintain the programme's practical relevance, labour market alignment and accessibility for different groups of students.



CONCLUSION

Law

practical, flexible legal education aligned with the labour market

- prepares legal assistants for the public and private sectors;
- develops the application of legal norms, document preparation and argumentation;
- promotes the development of legal culture, legal literacy and professional mobility.

