

CILEx Legal Secretary Qualifications



CILEx has been the first choice for legal secretary qualifications for over 15 years. The qualifications for legal secretaries are suitable for anyone wishing to specialise in secretarial or administrative support in the legal and business environment.

The range of legal secretary qualifications available means that you can tailor your learning to fit your career goals, whether you are looking to study law with no current experience or to build on your current legal secretarial skills.

The benefits of the qualification include:

- Full time, or part time study options.
- No entry requirements
(although a Grade C or above in GCSE English Language is desirable.)
- A nationally recognised qualification.
- Enhanced employability prospects & professional development.
- UCAS Tariff points for CILEx Level 3 Diploma for Legal Secretaries.
- Progression to full time employment, Further or Higher Education (College/University), Business Apprenticeships or Legal Apprenticeships & CILEx professional qualifications.

To find out more about the CILEx Legal Secretary qualifications scan the QR code:

