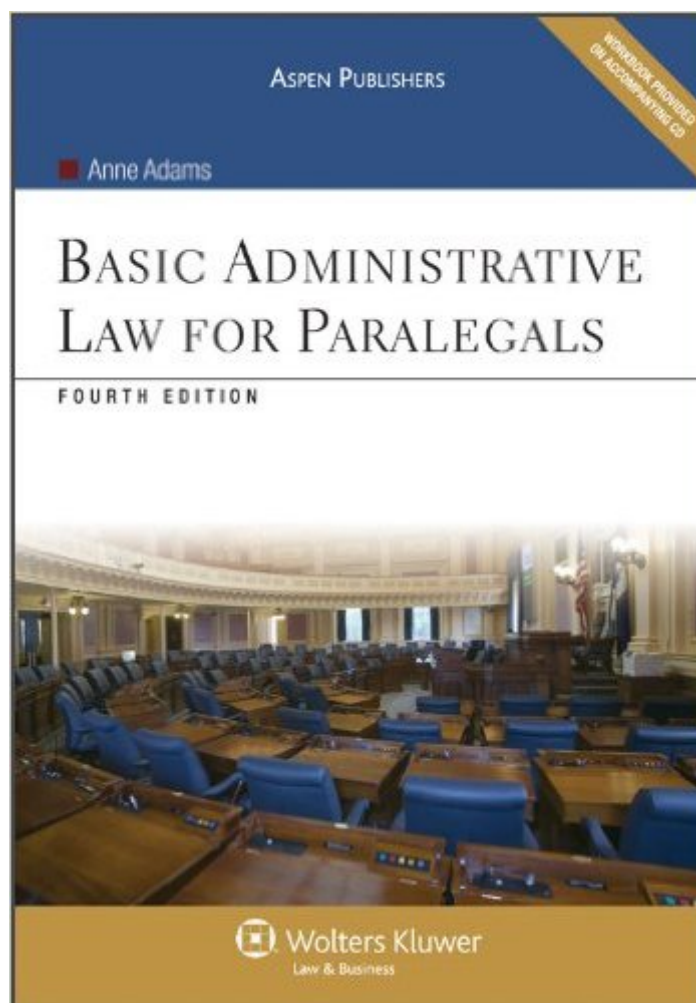


The book was found

Basic Administrative Law For Paralegals 4e



Synopsis

This clear and up-to-date introduction to Administrative Law, written specifically for the paralegal, is a straightforward text that explains how administrative agencies are created, how they are structured, and how they function. Classroom tested through three editions, Basic Administrative Law for Paralegals, Fourth Edition, offers not only a grounding in the basics of Administrative Law but practical advice for employment opportunities for paralegals in the field. Among the features that make this text such a reliable resource: thorough topical coverage from how administrative agencies are created to agency discretion, rules and regulations, clients' rights, investigations, informal and formal proceedings, and judicial review numerous visual aids and learning tools such as charts and figures, examples, chapter summaries, key terms, and review questions end-of-chapter exercises and resources including crossword puzzles, fill-in-the-blank exercises, and lists of useful websites an electronic workbook on CD bound into the book providing ample opportunity for practice a chapter dedicated to paralegal skills and careers delving into career opportunities for paralegals in both the private and public sectors New to the Fourth Edition: the electronic workbook has been thoroughly updated and offers research exercises and guidance for accessing laws, rules, and agencies online the "Paralegal Practice" boxes contain new topics, including retirement and immigration law updated forms This current, affordable text, directed exclusively at the paralegal, is an excellent choice for teaching your students the fundamentals of Administrative Law as well as providing them with a realistic, practical look at career opportunities.

Book Information

Paperback: 384 pages

Publisher: Wolters Kluwer Law & Business; 4 edition (June 18, 2009)

Language: English

ISBN-10: 0735577730

ISBN-13: 978-0735577732

Product Dimensions: 7 x 0.8 x 10 inches

Shipping Weight: 1.4 pounds (View shipping rates and policies)

Average Customer Review: 4.1 out of 5 stars See all reviews (9 customer reviews)

Best Sellers Rank: #173,473 in Books (See Top 100 in Books) #61 in Books > Law > Law

Practice > Paralegals & Paralegalism #97 in Books > Textbooks > Law > Constitutional Law

#201 in Books > Law > Constitutional Law > General

Customer Reviews

I got this book quickly and at a great price. This is a wonderful guide for people studying administrative law. Good glossary and index in the back as well. I refer to this book constantly as I'm completing my study guides, quizzes, open tests, and homework.

Easy to read, great general info, and extra exercises for content application. I particularly appreciate the relevant statutes, regulations, and case law to drive home content.

This book is very informative, however, there are a ton of typos and actual mistakes [of law] in this book.

The book was in great condition and was used a lot during the lectures. I found it easy to read. Ramona R. Williams

Great! Right price & immediate delivery of an excellent book!

[Download to continue reading...](#)

Basic Administrative Law for Paralegals 4e Basic Bankruptcy Law for Paralegals, Ninth Edition (Aspen College Series) Basic Bankruptcy Law for Paralegals (Abridged), 2nd Edition (Aspen College) Basic Bankruptcy Law for Paralegals 8th Edition W/ CD (Aspen College) Basic Bankruptcy Law for Paralegals (Aspen College Series) Basic Bankruptcy Law for Paralegals, Third Edition Basic Contract Law for Paralegals The Protection of Legitimate Expectations in Administrative Law: A Comparative Study (Hart Studies in Comparative Public Law) Administrative Law, the American Public Law System: Cases and Materials (American Casebooks) (American Casebook Series) Introduction to Law for Paralegals, Third Edition (Introduction to Law Series) (Aspen College Series) Basic Wills Trusts & Estates for Paralegals, 5th Edition (Aspen College) Basic Legal Writing for Paralegals, Fourth Edition (Aspen College) Legal Research and Writing Handbook: A Basic Approach for Paralegals (Aspen College) The Legal Research and Writing Handbook: A Basic Approach for Paralegals, Sixth Edition (Aspen College Series) Normal Life: Administrative Violence, Critical Trans Politics, and the Limits of Law Federal Administrative Law (American Casebook Series) Examples & Explanations: Administrative Law Administrative Law For Public Managers (Essentials of Public Policy and Administration Series) Consumer Law & Protection: A Practical Approach for Paralegals and the Public Tort Law for Paralegals, Fourth Edition (Aspen College)

[Dmca](#)