

GROUP-9

A.L.O/ Legal Assistants (Level- Bachelor of Law)

1) General awareness, Reasoning, Mathematics, Science, History including Haryana related history, current affairs, literature, Geography, Civics, Environment, Culture etc.- **(Weightage 20%)**

2) Computer terminology, Fundamentals, word software, excel software, Power point, internet, web browsing, Communication, emails, downloading and uploading data on websites etc. -

(Weightage 10%)

3) Subject related syllabus-

(Weightage 70%)

Jurisprudence, Legal Aids, Law of Contract, Civil Procedure Code, Interpretation of Statutes, Legal Writing, Administrative Law, Code of Criminal Procedure, Company Law, Land Laws (including ceiling and other local laws), Labour Law, Family Law, Criminal Law

Professional Ethics, Law of Torts & Consumer Protection Act, Constitutional Law, Law of Evidence, Arbitration, Conciliation & Alternative, Human Rights & International Law, Environmental Law, Property Law, Investment & Securities Law, Law of Taxation, Co-operative Law, Banking Law including the Negotiable Instruments Act, Contract, Trust, Women & Law, Criminology, International Economics Law, Comparative Law, Law of Insurance, Conflict of Laws, Intellectual Property Law & Cyber Law.

Important Note: The Weightage as mentioned against the syllabus is tentative & may vary.