

# PARALEGAL STUDIES (LGL)

## LGL 1001 Introduction to Legal Studies (3 Credits)

This introductory course is designed to introduce students to the practical aspects of working within the paralegal field and will include an overview examination of the American legal system, paralegal skills and competencies, and regulatory and ethical issues facing paralegals in their careers.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 101

## LGL 1002 Legal Research and Writing (3 Credits)

This course provides an understanding of the basic principles and processes underlying legal research. Emphasis is placed on the development of practical paralegal skills, taught through legal research exercises. Topics include understanding, classifying, and valuing different sources of law, legal research methods, and application of research findings to case examples. The class also focuses on the development of legal writing skills, including office correspondence, case briefing, written synthesis of legal authorities, written summaries of research findings, and proper legal citation. Ethical considerations in legal research will also be covered.

Prerequisites: Eligibility for ENG 1010 and one of the following: POLS 1020, LGL 1001 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 102

## LGL 1004 Real Estate Practice (3 Credits)

This course is an Introduction to real estate law and real estate practice. Topics include property rights, types of land ownership/estates, easements and rights-of-way, real estate leasing agreements real estate purchase and sale contracts, real estate financing, Closing and settlement procedures, and condominiums, co-operatives, and planned unit developments. Ethics will be discussed throughout the course.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 104

## LGL 2003 Criminal Law (3 Credits)

An in-depth study of the act(s) and mental state(s) which make up the elements of a crime. The analysis of these criminal elements will allow exploration into a wide spectrum of criminal law including felonies and misdemeanors. This is not a course specifically addressing Connecticut laws, although they will be discussed in comparison with other state and federal court decisions, and the Model Penal Code.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

## LGL 2004 Criminal Procedure (3 Credits)

This course enables the student to utilize the classroom as a learning law laboratory since it will explore the Bill of Rights and the Fourteenth Amendment in detail as well as the entire United States Constitution. Constitutional law cases will be studied in the context of criminal procedure issues evolving from the precedents set by the United States Supreme Court.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 204

## LGL 2006 Bankruptcy Law (3 Credits)

This course will provide students with a thorough review of the United States Bankruptcy Code. The course is tailored to explore the general functions of the Bankruptcy Court. The applicable rules and proceedings for various types of bankruptcy cases will be thoroughly discussed.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 206

## LGL 2008 Litigation (3 Credits)

This course provides the student with a basic understanding of the civil litigation process in Connecticut, with particular attention to the role of the litigation paralegal. Emphasis is placed on the development of practical paralegal skills, including drafting of litigation documents and administrative skills related to civil litigation. Topics include pleadings, motions, the discovery process, organization of evidence, trial procedures, and alternative dispute resolution. Ethical considerations relevant to the practice of civil litigation will also be examined.

Prerequisites: Eligibility for ENG 1010 and one of the following:

POLS 1020, LGL 1001 or permission of the instructor

Previous: Legacy Equivalent(s): LGL\* 208

## LGL 2009 Probate Practice and Estate Admin (3 Credits)

This course will familiarize students with a practical understanding of the laws of estate planning and estate administration. Topics include various estate planning techniques; proper use of trusts; gifts and planning for incapacity. Students will learn the appropriate procedures relevant to drafting and interpreting wills and will become familiar with the initial planning and preparation necessary for a comprehensive estate plan.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 209

## LGL 2010 Family Law (3 Credits)

This course provides a foundation in family law, with particular emphasis on family law practice, including litigation. Topics include client relations, premarital agreements, ceremonial and common law marriages, annulment, separation, dissolution of marriage, child custody and support, tax consequences, the legal status of children, adoption, and surrogacy. The class will emphasize the development of paralegal skills, including practical application of concepts and drafting of legal documents. Ethical rules pertaining to family law practice will also be covered.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 210

## LGL 2011 Business Organization (3 Credits)

This course provides an introduction to and understanding of the basic principles of law that apply to the formation of business organizations including sole proprietorship, general partnership, limited partnership, LLC, LLP, and corporation. Students will be taught legal concepts regarding the scope and skills needed by the paralegal in the formation and operation of these business forms. Familiarity with legislation, legal terminology, legal ethics, and legal requirements will be stressed. Practical applications and drafting of necessary documents and forms will be included.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 211

**LGL 2012 Contract Law (3 Credits)**

This course examines the fundamental principles of contract law, including contract formation, consideration, breach of contract, defenses, third party rights, and remedies, as well as equitable theories related to contracts. The course will also consider selected provisions of Article 2 of the Uniform Commercial Code, and the impact of these provisions on common law contract principles. Emphasis is given to the role of the paralegal in assisting in the drafting of contracts and contract related litigation documents.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 212

**LGL 2013 Juvenile Law (3 Credits)**

This course will familiarize students with a practical understanding of the laws of Juvenile Court for child protection and delinquency/criminal hearings and proceedings. Topics include the laws of abuse and neglect, termination of parental rights; nonjudicial supervision; court ordered supervision; detention of juveniles, and Family with Service Needs petitions. Students will learn the appropriate procedures relevant to drafting juvenile court documents including petitions for abuse and neglect, termination of parental rights, and FWSN. This course will address the ethical considerations of working in Juvenile Court with an emphasis on confidentiality.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

**LGL 2016 Administrative Law (3 Credits)**

This course presents a basic understanding of legal concepts affecting public administrative agencies, including the way in which administrative agencies fit into the United States system of government. Students will study the types and organization of administrative agencies, sources of administrative law, rulemaking, legislative oversight, agency actions, controls on agencies, appeals, adjudications, and judicial review. The course will explore these concepts within the framework of specific areas of agency authority, such as immigration, social security, and civil rights law. The paralegal's role within the practice of administrative law will be emphasized, including application of pertinent paralegal skills and ethical decision making.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 216

**LGL 2020 Computer Applications in Law (3 Credits)**

This course provides the paralegal student with a background in computer applications in the law office. The student will employ and examine Microsoft Office Suite applications, as well as specialized legal software, to perform billing and calendar functions, file and case management, and litigation support. The student will learn to access public records and governmental information using the Internet. Procedures for electronic filing and access to court forms, dockets and calendars will be reviewed.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 220

**LGL 2090 Advance Legal Issues Seminar (3 Credits)**

This course will be taught as a seminar and through a series of lectures. A guest speaker is also likely to participate. The problem-solving method will be used to examine critical issues in the wake of current legal events and new trends in the law.

Prerequisites: Eligibility for ENG 1010 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 230

**LGL 2095 Coop Ed Work Experience (3 Credits)**

This course provides students with the opportunity to apply classroom theory in an actual work setting, in paid and unpaid supervised positions, related to their majors. Completion of approximately 10-20 hours per week of work (150 hours for unpaid placements, depending on major; 300 hours for paid placements) and participation in Cooperative Education Online are required. In addition to the work placement, students are required to attend and complete classroom work (online) to enhance their cooperative education work experiences.

Prerequisites: For Paralegal A.S. students - A minimum overall GPA of 2.0, 12 completed credit hours in the Paralegal program, completion of LGL 2008, and permission of the Program Coordinator. , and permission of the Program Coordinator.

Corequisite: Certificate students who have not already completed LGL 2008 must be enrolled in the course as a corequisite.

Previous: Legacy Equivalent(s): LGL\* 270

**LGL 2190 Legal Studies Capstone (3 Credits)**

This capstone course provides students with an opportunity to engage in advanced analysis, research and writing projects, integrating prior course work and further developing paralegal skills. Students will prepare a portfolio of documents, essays and projects that demonstrate core competencies. Job search strategies and continuing education opportunities will be discussed. Students will prepare for and complete a comprehensive, substantive assessment after review of various content areas.

Prerequisites: LGL 2012 or permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 240

**LGL 2195 Legal Internship (3 Credits)**

Actual work experience as a paralegal in a law office or public agency is acquired. Students will seek an internship through an individual search similar to a job search. The coordinator will assist those students unable to secure an internship through their own search. Students will meet periodically in a seminar setting to discuss their progress and to prepare for entry into the job market.

Prerequisites: Permission of the program coordinator

Previous: Legacy Equivalent(s): LGL\* 280