

PARALEGAL STUDIES (PL)

PL 203 Introduction to Paralegal Studies (3)

This course provides a foundational overview of the American legal system and the professional role of a paralegal. Students will explore the structure of courts, sources of law, legal ethics, and the practical skills essential for paralegals, including legal research, writing, and document preparation. The course is designed to introduce students to key areas of law and equip them with the analytical and communication skills necessary to assist attorneys in various legal settings. CJ 203 is cross-listed with PL 203, and only one course may be taken for credit.

PL 209 Legal Research and Writing (3)

This course is designed to equip students with the fundamental skills of legal research and writing. The course covers the principles of legal reasoning, the organization and hierarchy of legal authority, and the practical application of these concepts in a professional legal setting. Students will learn to effectively locate, analyze, and synthesize primary and secondary legal sources. The course will also emphasize clear, concise, and persuasive legal writing, including the drafting of legal memoranda and other legal documents. Students will gain a deep understanding of the legal professional's critical role in the research and writing process. CJ 209 is cross-listed with PL 209, and only one course may be taken for credit.

PL 225 Criminal Courts (3)

An analysis of the roles of the Criminal Courts in their interactions with the major participants in the Criminal Justice System; the Court structure and functions; selected critical cases and key issues, such as sentencing and plea bargaining. CJ 225 is cross-listed with FI 225 and PL 225, and only one may be taken for credit.

PL 309 Civil Litigation (3)

This course provides a comprehensive study of the civil litigation process in the American legal system. Students will gain a practical understanding of the steps involved in a lawsuit, from the initial client intake through trial and appeal. The course will cover topics such as jurisdiction, pleadings, the discovery process, motion practice, and settlement negotiation. Emphasis will be placed on the paralegal's role at each stage of litigation, with a focus on document management, factual investigation, and trial preparation. CJ 309 is cross-listed with PL 309, and only one course may be taken for credit.

PL 312 Ethical Principles and the Law (3)

This course explores the fundamental ethical principles and legal rules that govern the conduct of legal professionals. Students will analyze the American Bar Association (ABA) Model Rules of Professional Conduct and relevant case law to understand the duties of loyalty, confidentiality, and competence. We will examine the professional responsibilities of lawyers and paralegals, including conflicts of interest, client communication, and the unauthorized practice of law. The course also addresses the ethical challenges presented by modern legal practice, such as the use of technology, social media, and billing practices. CJ 312 is cross-listed with PL 312, and only one course may be taken for credit.

PL 313 Management and Technology for Paralegals (3)

This course provides a comprehensive study of the management and operational functions within a legal environment, with a strong focus on the effective and ethical integration of technology in daily paralegal practice. Students will explore topics such as law office organization, financial management (including billing and timekeeping), client relations, effective communication, and the ethical use of legal software. CJ 313 is cross-listed with PL 313, and only one course may be taken for credit.

PL 352 Evidence (3)

Prerequisite(s): CJ 225, FI 225, or PL 225.

Analysis of the rules of evidence, their origins, and types. Constitutional limitations upon their use, methods of safeguarding their value. The trial and techniques for testifying. CJ 352 is cross-listed with FI 352 and PL 352, and only one may be taken for credit.