

PLA 1003

**Introduction to Paralegal Studies
(3 credits – 3 hours)**

This course provides a foundation for the paralegal career and introduces the student to the state and federal legal systems, the legal profession and the role of the paralegal. The course includes discussions related to legal terminology, research techniques, and professional responsibility.

PLA 1104

**Legal Research and Writing I
(3 credits – 3 hours)**

This course introduces the student to legal research process and the preparation of various legal documents. This includes legal citations and the analysis of statutory and case law.

Prerequisite: ENC 1101

PLA 1303

**Criminal Law and Procedure
(3 credits – 3 hours)**

This course provides an overview of substantive criminal law and the procedures of the criminal justice system. This includes the analysis of the elements of a crime, U.S. Constitutional Law, and the judicial process.

Prerequisite: PLA 1104

PLA 1423

**Contract Law
(3 credits – 3 hours)**

An introductory course designed to provide students with an understanding of contract law, including contract formation, breach and enforcement, remedies, third party claims, and the Uniform Commercial Code.

Prerequisite: BUL 1241 or PLA 1003

PLA 2114

**Legal Research and Writing II
(4 credits – 4 hours)**

This course is a continuation of Legal Research and Writing I (PLA 1104) and emphasizes

problem analysis, legal research, and writing techniques. In addition to drafting legal documents, students will present the results of research on legal topics.

Prerequisite: PLA 1104

PLA 2200

**Litigation
(3 credits – 3 hours)**

This course covers criminal and civil litigation process, including federal and state rules; document filings; pre-trial, trial and post-trial procedures.

Prerequisite: PLA 1003

PLA 2273

**Tort Law
(3 credits – 3 hours)**

This course covers the principles of tort law, including causes of action, legal defenses and litigation practices.

PLA 2465

**Debtor/Creditor Law
(3 credits – 3 hours)**

This purpose of this course is to provide the student with an understanding of debtor and creditor rights, debt collection, and bankruptcy.

PLA 2600

**Wills, Trusts, and Estates
(3 credit – 3 hours)**

An introductory course designed to familiarize students with the preparation of wills and trusts, estate planning, and probate administration.

PLA 2610

**Real Estate Law
(3 credits – 3 hours)**

The course provides an overview of real property law and includes the preparation and drafting of documents related to real property transactions.

PLA 2763

Law Office Management

(3 credits – 3 hours)

This course covers topics related to law office operations, such as records management, accounting methods, billing, case management, and ethical considerations.

Prerequisite: PLA 1003

PLA 2800

Family Law

(3 credits – 3 hours)

This course provides an overview of family law practice and covers marriage, divorce, child custody and support, paternity, adoption, and guardianship.

PLA 2880

Constitutional Law

(3 hours – 3 credits)

This course is designed to provide students with an understanding of the articles of the U.S. Constitution and amendments; the branches of government; constitutional interpretation; the role of the U.S. Supreme Court; substantive and procedural due process; equal protection; and individual rights.