

# Paralegal Studies

*(This Concentration is being phased out in Spring 2024.)*

The Paralegal Studies concentration was developed with the Connecticut Bar Association (CBA) and with input of practitioners, lawyers, and educators. The program is approved by the CBA for continuing legal education (CLE) credits. The concentration will prepare graduates to either enter the paralegal field or to further develop the skills of those already in the field. The concentration is not designed to prepare students for law school.

The concentration is intended to focus on the different kinds of law, legal ethics, effective verbal and written legal communication, the use of technology, doctrines of the attorney/client privilege, and the state's court structure and the role of the paralegal's law firm in that structure. Students will learn legal research techniques, practical applications required of paralegals, and basic management skills.

## Concentration Requirements

BUS 120: Business Law	3 cr
MGT 101: Introduction to Management	3 cr
PLG 301: Legal Ethics and Professional Responseability	3 cr
PLG 210: Legal Research & Writing	3 cr
PLG 110: Technology in Law	3 cr
Interpersonal Communication or Business Communication	3 cr
PLG 105: Civil Procedures	3 cr
Electives:	12 cr
• PLG 211: Criminal Law	
• PLG 215: Wills, Probate and Administration	
• PLG 311: Elder Law	
• PLG 314: Real Estate Law	
• PLG 320: Family Law	
• PLG 325: Juvenile/Education Law	
• PUB 120: Public Administrative Law	
• HCA 411: Health Care Law	
• *PLG 399: Paralegal Practicum	
PLG 499: Capstone	3 cr

\*Practicum is required for those with no paralegal experience. Any student who has a minimum of 240 hours of paralegal experience is not required to take the Practicum. Students must secure their own Practicum and have it approved by the faculty of Charter Oak State College.

NOTE: Licensure is a professional process that varies from state to state. Please consult the appropriate state agency to determine the specific requirements for licensure in your state.

## Co-requisites:

- POL 150: American Government
- POL 321: Constitutional Law

## Recommended Courses:

- PSY 101: Introduction to Psychology
- POL 220: State and Local Government

## Student Learning Outcomes

Students who graduate with a concentration in Paralegal Studies will be able to:

1. articulate the role of a paraprofessional in various settings;
2. articulate, apply and adhere to ethical and professional practices within the scope of their position;
3. communicate effectively orally and through writing;
4. use technology - software and hardware, required of the industry and for communication (i.e., Legal Technology Certificate);
5. explain the doctrines of the attorney/client privilege and apply that to legal review;

6. explain the state and federal court structures and the role of the paralegal's law firm or corporate legal department within that structure;
7. conduct legal research effectively;
8. explain the different kinds of law;
9. demonstrate practical applications required of paralegals through an internship or as a practicing paralegal;
10. demonstrate basic skills of management;
11. demonstrate the ability to work in teams by participating in a group project; and
12. discuss diversity concepts and apply them to the workplace and the law.