



NORTHWEST NAZARENE
UNIVERSITY

Professional Development Course Syllabus

Sponsor/Instructor is required to submit all class registrations within one week of the start date.

Course Number: CEUPL0002 (Sec.1)

Sponsor ID: 290559

Course Title: **Paralegal Jurisprudence**

(Office Use Only) Section Title:

Continuing Education Units/Hours: 2.1

Total Cost for CEU's: **\$195.00**

Course Dates: **September 15-October 27, 2011**

Location: **Online**

Instructor: **Zoran Perovanovich**

Course Prerequisites: Paralegal Opportunities 2 hour seminar - free online

Instructional Method: Online

This is a non-credit, Certificate of Completion Course

1. Educational Goals for the Course:

- Examine the paralegal profession including many of the more popular entry-level areas of legal specialization (family, corporate, probate, real estate and many others).

2. Topics Covered:

- This online class is designed to teach students entry level knowledge of tri-state law library access for purposes of writing a final legal office memo with proper citation and Shepardizing. (e.g., Students will be encouraged to visit a local law library every week for homework and complete a final memo project.):
- Week 1 Introduction/American Juris Specialties, sample report, resources, assignments.
- Week 2 Civil law/Consumer/Contract/Admt Contract forms, Bankruptcy filing, ERISA, Elder care.
- Week 3 Family law/Probate/Immigration/Domestic relations, Will construction, estate calculation, Visa status, divorce options.
- Week 4 Corporate law/Intellectual Prop/Entertainment/Art Incorporation form, copyright filing, performance liabilities.
- Week 5 Civil tort claims/MedMal/Labor/ADR/Education/Prison Prima facie case, records review, ADR, agency, negligence claims.
- Week 6 Real Estate law/Environmental law Title search, deeds, recording, restrictions, closing.
- Week 7 Review/Final exam Freelance, resources, continuing education.

3. Course Requirements:

- All students will be required to select and pursue at least one specialty area and write a twelve-part report for substantive career development. Each student will also be required to take weekly quizzes and a final exam online.
- Students must communicate and e-mail required info to the instructor every week during the term that they are enrolled. A maximum of seven (7) weeks is allocated to complete this class unless an extension is requested and granted by Mr. Perovanovich before the end of the registered school term. The delinquent student will be considered as absent and graded accordingly. Average time per week doing assignments = 3 hour(s)
- Grading:

Participation	20%	*Timely submitting weekly assignments (Max 2 absences online)
Quizzes/homework	20%	5 sections
Final exam	20%	Online/short answers
Report	40%	10 pages typed
Pass/Fail =	70%	Minimum to Pass

4. Course Meeting Dates, Times and Location:

(A minimum of 15 contact hours, plus additional outside work, required per credit earned.)

Approximately 21 hours between September 15 - October 27, 2011; online course

5. Learning Resources or Text: PDF Class handout, Videos/Audios, PPT Show & tell Information, Outside investigation, Law library/Internet sources

6. Evaluation Procedure: Pass/Fail

7/13/11