

PARALEGAL PROGRAM TEACH-OUT SCHEDULE

Schedule of PARALEGAL Classes

Fall 2017

PARA 101-75 (Legal Systems)
PARA 102-75 (Legal Research & Writing)
PARA 325-50 (Litigation)*
PARA 327-75 (Evidence for Paralegals)
PARA 350-50 (Wills, Estates, & Trusts)*
PARA 390-01 (Internship)*
PARA 391-50 (Special Topics: Immigration)*

Spring 2018

PARA 203-50 (Advanced Legal Research & Writing)*
PARA 305-50 (Family Law)*
PARA 310-50 (Torts for Paralegals)*
PARA 326-75 (Criminal Litigation)
PARA 390-01 (Internship)
PARA 391-75 (Civil Rights Litigation)
PARA 399-75 (Professional Ethics)

Summer 2018

PARA 390-01 (Internship)
PARA 3XX-50*

Fall 2018

PARA 3XX-75
PARA 3XX-75
PARA 3XX-50*
PARA 3XX-50*
PARA 390-75 (Internship)
PARA 399-75 (Professional Ethics) (if needed)

Spring 2019

PARA 390-75 (Internship) (if needed)

*= *Distance Ed class*

We created a schedule of classes that will allow a student to begin PARA classes in the Fall of 2017 and finish their PARA requirements for the AA degree by end of Fall 2018 semester, while still adhering to the preferred timing and order of coursework.

Anyone who has an interest in the program was informed over the summer of this possible change and was told via advisors that they would need to enroll in 101 AND 102, as this semester is the last time those would be offered. Both of those classes are needed before taking higher-level PARA classes, so students could devote the remainder of Fall 2017 to other electives and gen ed requirements. In Spring 2018, we will offer PARA 203 as a distance ed class. This will be the last time this is offered and scheduling it as a distance ed class will ensure that there are no time conflicts for students. We will also offer 399, the one-hour ethics class, and five 300-level PARA electives. The incoming students from the fall can begin taking 300-level classes at this point, and we recommend they take at least one, if not two, of them. Offering a mix of distance ed and seated classes will allow students to fit these into their schedule. We will encourage students to do their required internship over Summer 2018, and, if possible, take one 300-level elective, offered as a distance ed class. For the Fall 2018, these students should now have, ideally, only two or three 300-level PARA elective classes left to complete. We will offer four 300-level classes to accommodate students' schedules, as well as their interests. The Internship will also be offered for anyone unable to complete it over the Summer 2018. If needed, we may offer the one-hour PARA 399 ethics class one final time to accommodate any students who were unable to take it in Spring 2018. If there are still students requiring Internships, we may offer a final Internship section in Spring 2019. Additionally, if a student has a particular scheduling hardship, there may be opportunities for an Independent Study to fulfill their final requirements.

For students who have already taken the entry-level PARA classes, we have created a spreadsheet to track which classes each student needs to complete the program and have used that to ensure there are enough options for everyone at every stage of their degree. When we do the scheduling for the Summer 2018 and Fall 2018 300-level electives, we will consult that information to see make sure all students have the opportunity to find the remaining classes they need. We may also poll the students to see where their interests lie for those final electives.

** This teach-out plan covers only the paralegal classes. Obviously students will need to fulfill their other program and gen ed requirements as their schedule allows. The paralegal studies program also requires POLS 201 (Intro to American Government), but since that class is offered multiple times each semester, it was not included in this listing of classes.

