



COLLEGE OF PROFESSIONAL STUDIES

BACHELOR OF SCIENCE IN PARALEGAL STUDIES

Pursue an Exciting Career in the Legal Field

As a paralegal, you'll be an invaluable part of a legal team, helping to investigate the facts of a case, research relevant laws and regulations, prepare legal memoranda, prepare evidence, draft documents for attorney review, and prepare cases for trial. The Bachelor of Science in Paralegal Studies program at National University will provide you with the professional skills you need to serve your legal community effectively and ethically as a paralegal or legal assistant.

Approved by the American Bar Association

The program combines a comprehensive academic curriculum with practical education in the role of the paralegal in a legal environment. You'll learn to articulate legal theory and apply it ethically to legal professional practice. You'll learn all about the American legal system and become proficient in legal terminology and writing. You'll also learn to identify legal issues, apply basic legal analysis, and conduct legal research using traditional and online methods.

Program highlights:

- Identify and apply proper legal solutions to legal problems
- Use technology for law office and case management, document development, discovery, and trial preparation
- Learn to convey relevant information to attorneys, clients, witnesses, and others
- Assist with preparing legal documents and handling pre-trial and trial preparation tasks
- Perform paralegal tasks competently in a law office, corporate law department, government agency, judicial setting, or other legal environment
- Integrate legal theory with the practical aspects of working as a paralegal in a law practice

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MAJOR IN PARALEGAL STUDIES

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This Bachelor of Science degree in Paralegal Studies is approved by the American Bar Association. The degree program is intended to provide students with the professional skills required to serve the legal community effectively and ethically as a paralegal or legal assistant. The paralegal degree combines both a comprehensive academic curriculum and practical education in the role of the paralegal in a legal environment. The curriculum is designed to enable students to understand and articulate legal theory and apply it ethically to paralegal professional practice.

Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Describe the American legal system and major areas of the law, such as Torts, Contracts, Property, and others, and understand the legal terminology in those areas.
- Identify legal issues and apply basic legal analysis in the context of a legal problem.
- Conduct legal research using manual and computer-assisted methods.
- Identify and apply proper legal remedies in the context of a legal problem.
- Use computers and other technology for law office and case management, document preparation, discovery, law and motion, and trial preparation.
- Demonstrate effective communication skills and the ability to convey relevant information to attorneys, clients, witnesses, and other persons.
- Demonstrate the ability to assist with preparing legal documents, and handling pre-trial and trial preparation tasks.
- Perform paralegal tasks competently in a law office, corporate law department, governmental agency, judicial setting, or other comparable legal environment.
- Integrate legal theory with the practical aspects of working as a paralegal in a law practice.
- Articulate applicable ethics laws and codes of ethical conduct.

Degree Requirements

To receive a Bachelor of Science, paralegal degree students must complete at least 180 quarter units, 76.5 of which must be completed at the upper-division level, 45 units which must be completed in residence at National University, and a minimum 70.5 units of the University General Education requirements. A minimum of 27 quarter units of general education course work is required by the American Bar Association to be completed in at least three disciplines, such as social sciences, natural sciences, mathematics, humanities, foreign language, and English. The paralegal degree coursework comprises 18 legal specialty courses and one English for Professionals course as set forth below. In the absence of transfer credit, additional general electives may be necessary to satisfy the 180 quarter units for the paralegal degree. Students should refer to the section on undergraduate admission procedures for specific information on admission and evaluation. All students receiving an undergraduate degree in Nevada are required by state law to complete a course in Nevada Constitution.

Preparation for the Major

(9 courses; 40.5 quarter units)

PLA 200	Legal Theory & Ethics
PLX 2100X	Torts
PLA 201	English for Professionals
PLX 2101X	Leg. Res. Wrtg.-Briefing/Analysis
PLX 2102X	Contracts
PLX 2103X	Leg. Res. Wrtg.-Legal Memo
PLA 202	Property
PLA 203	Leg. Res. Wrtg.-Persuasive Wrtg..
PLX 2105X	Computers & the Law

Requirements for the Major

(10 courses; 45 quarter units)

PLA 303	Law Office Administration
PLA 318	Remedies & Dispute Resolution
	<i>Prerequisite: PLA 202, PLX 2100X and PLX 2102X</i>
PLA 325	Litigation I
PLA 329	Corporations I
PLA 333	Criminal Law I
PLA 426	Litigation II
	<i>Prerequisite: PLA 325</i>

PLA 430	Corporations II
	<i>Prerequisite: PLA 329</i>
PLA 434	Criminal Law II
	<i>Prerequisite: PLA 333</i>
PLA 495	Objective Writing Capstone
	<i>Prerequisite: All other courses required for the major (except PLA 496) must be completed prior to enrolling in this course.</i>
PLA 496	Persuasive Writing Capstone
	<i>Prerequisite: All other courses required for the major must be completed prior to enrolling in this course.</i>

Upper Division Electives

(6 courses; 27 quarter units)

Students must complete a minimum of 27 quarter units of electives to fulfill the upper-division unit requirements to earn the Bachelor of Science in Paralegal Studies. Students can select from the following recommended electives or choose from any upper-division course.

LAW 402	The Art of Negotiation
LAW 430	Constitutional Law
LAW 440	Comparative International Law
ADR 400	Alternative Dispute Resolution
ADR 405	Negotiation Fundamentals
ADR 415	Mediation Fundamentals
ADR 430	Ethics and Neutrality

Paralegals may not provide legal services directly to the public, except as permitted by law. Students must take at least nine semester credits or the equivalent of legal specialty courses through synchronous instruction.