

## LAW COURSE DESCRIPTIONS

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

Also see Administration of Justice & Corrections, CAOT, Business, English.

### **LAW 1**

#### **Business Law I**

#### **3 UNITS - (UC:CSU)**

This course will cover the following legal topics: legal aspects of business; court procedures in business; torts and criminal laws as related to various business practices; elements of a valid contract; breach of contracts and its remedies; negotiable instruments under Uniform Commercial Code (UCC) and agency and employment contracts.

### **LAW 2**

#### **Business Law II**

#### **3 UNITS - (UC:CSU)**

This course covers formation, operation, and dissolution of various types of business organizations. Subjects covered include: sole proprietorships, corporations, partnerships, corporations, partnerships, the law of agency and employment agreements.

### **LAW 3**

#### **Civil Rights and the Law**

#### **3 UNITS - (UC:CSU)**

Comparative and analytical study of the law and related problems concerning Civil Rights. Due process of law, freedom of expression, freedom of religion, racial equality, and democratic processes are studied with emphasis on recent court decision and international trends.

### **LAW 4**

#### **Directed Field Work in Legal Assisting**

#### **3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 with a satisfactory grade or equivalent.

Under instructor's direction and guidelines, paralegal students will be assigned to law related institutions, such as Courts, District and City Attorney's offices, private law firms, or law libraries to demonstrate their vocational abilities and employability.

### **LAW 5**

#### **International Law of Commerce**

#### **3 UNITS - (A)**

This course covers the law on international trade. It allows the student to understand government foreign trade policies, the law concerning international business transactions, importing and exporting, and legal assurances for the delivery of and payment for goods.

## **LAW 10**

### **Introduction to Legal Assistant I**

**3 UNITS - (CSU)**

Advisory: English 101 or equivalent.

Orientation in a career in the Legal Assistant / Paralegal field. An introductory course into the role of the legal assistant. Includes an introduction to legal terminology and bibliography, including research problems and study of pleadings and documentation.

## **LAW 11**

### **Introduction to Legal Assistant II**

**3 UNITS - (CSU)**

Prerequisite: Completion of Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

A continuation of Law 10 with a study of the methods used in trial preparation; a detailed examination of civil cases; an introduction to legal drafting and writing.

## **LAW 12**

### **Tort Law and Claims Investigation**

**3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101, with a satisfactory grade or equivalent.

This course will provide an introduction to the broad area of civil wrongs and their appropriate remedies as well as Tort Law principles in the traditional areas of intentional torts, negligence, strict liability, nuisance and the commonly employed defenses.

## **LAW 13**

### **Wills, Trusts, and Probate Administration**

**3 UNITS - (A)**

A study of the fundamental principles of the law of wills and trusts, including simple will and trust forms; an examination of the organization and jurisdiction of a California Probate Court, and the administration of estates in California Probate Courts.

## **LAW 14**

### **Law Office Management**

**3 UNITS - (A)**

Overview of various public and private law practices: Criminal, Civil, Estate Planning/Probate, Family, Property; Bankruptcy, Business; preparing legal correspondence; format for legal documents; using the internet; legal office software & legal computer research; basic accounting/trust management; Ethics & Professional Responsibility.

## **LAW 16**

### **Civil and Criminal Evidence**

**3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

A study of the rules of evidence and the admissibility of such evidence in court.

**LAW 17****Legal Writing****3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

Advanced legal drafting and writing, including special research projects.

**LAW 18****Marriage and Family Law****3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

This course presents fundamental common law and statutory concepts of family law with emphasis on California's Community Property Laws.

**LAW 19****Real Property****3 UNITS - (A)**

Advisory: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

This course is an introduction to Real Property Law Practice. Topics include property rights, types of land ownership, agreement for sale, financing, conveyance, settlement procedures, recording and post-closing matters in residential and commercial real estate, and real estate leasing agreements. Additionally, ethical issues will be discussed.

**LAW 33****Law and the Media****3 UNITS - (A)**

Advisory: English 28 or equivalent.

A study of entertainment law and related issues such as contract, libel, slander, obscenity, unions, and requirements in the radio, TV, and film industry.

**LAW 35****Immigration Law for Paralegals****3 UNITS - (A)**

Advisory: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent.

This course is a study of concepts of immigration law including grounds of exclusion, defenses to deportation, petitions and visa applications. Research and writing will be emphasized in the areas of amnesty, naturalization, citizenship, international law and criminal aspects of immigration.

## **LAW 37**

### **Bankruptcy Law**

#### **3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent. The main focus of this course will be on bankruptcy law and procedure. It will cover commencement of a case, preparing of schedules, operating and liquidating procedures, adversary matters and litigation in bankruptcy court, debtors' and creditors' rights and obligations, technical terminology, and practical hints for paralegals. Forms utilized in bankruptcy court will be stressed as well as proceedings under Chapter 7, Chapter 13, and to a lesser extent, Chapter 11. Also proceedings under Chapters 9 and 12 will be reviewed. Additionally, the rights of creditors will be explored. This includes secured transactions, consensual and non-consensual liens, UCC transactions, and the unique position of real estate.

## **LAW 38**

### **Criminal Law**

#### **3 UNITS - (A)**

This course will provide students with an overview of the substantive and procedural rights of the accused. The student will study the nature, purpose, and principles of criminal law by following the process of the criminal justice system from arrest through appeal. Further, by developing knowledge of the elements of specific crimes, students will be able to assist an attorney in preparing various legal documents in a criminal case. Special topics of interest such as plea-bargaining, youthful offender adjudication, extradition and wiretapping will be studied in detail.

## **LAW 43**

### **Elder Law**

#### **3 UNITS - (A)**

Students will be introduced to topics in the law affecting older persons. Such topics as financial and estate planning, health care, personal planning and protection, and consumer protection will be covered in this course.

## **LAW 51**

### **Legal Research for Paralegals**

#### **3 UNITS - (A)**

Prerequisite: Law/Paralegal 10 and English 101 with satisfactory grades or equivalent. Students will learn to use traditional and electronically-accessed legal research. Students will perform traditional law library legal research and computer-assisted research. Students are taught to locate and use both primary, secondary and CALR legal research sources to solve legal problems, including federal and state cases, digests, statutes, regulations, treatises, encyclopedias, law reviews, citators and practice works.