

Legal Studies

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Paralegal Studies Advisory Committee:

Laurie Hart, Callister, Nebeker & McCullough, Practicing Attorney; Tamara Fackrell, Professor of Law, BYU Law School, Practicing Attorney; Steve Averett, BYU Law School, Practicing Attorney/Librarian, BYU J. Reuben Clark, Law School; Randy Kesler, Practicing Attorney, Young, Klester & Petro; Dana Facemyer, Practicing Attorney, Manager of Paralegals, Law Offices of Dana Facemyer; Alex Ludlow, Practicing Attorney, Manager of Paralegals; Lesleigh Toews, Public Sector Paralegal, Utah State Courts, 4th District & Juvenile Courts, Guardian Ad Litem Office; Sharon Hassan, Private Sector Paralegal, Young, Kester, & Petro; Diane Samudio, Manager of Paralegals, CLA; Carolyn Howard, Faculty, Legal Studies Program Director, UVU; Vale Hale, School Administrator, UVU VP of Advancement; Hunt Willoughby, Mayor, Alpine City, General Public; Carolyn Hofheins-Howard, General Public, Mediator; James Taylor, Judge, Provo 4th District Court, Adjunct Faculty UVU

Woodbury School of Business

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CAREER OPPORTUNITIES

For those trained as paralegals, many opportunities exist for employment in traditional private law firms, federal or state governmental agencies, legal departments of corporations, banks, insurance companies and other businesses, such as title companies, mortgage companies, law libraries, legal service/legal aid offices, legal clinics, law offices handling criminal defense or prosecution work, and law departments of special interest groups or

associations. Paralegals are non-lawyers who work under the close supervision of attorneys.

The Minor is not approved by the American Bar Association and is not intended to prepare students to work as Paralegals.

PROGRAMS

Paralegal students may receive an Associate in Science Degree in Paralegal Studies or a Bachelor of Science Degree in Paralegal Studies .

ADMISSION REQUIREMENTS

In addition to applying for admission to Utah Valley University, paralegal students must meet the following admission requirements:

1. Submit Compass Test scores to a Woodbury School of Business advisor for evaluation. Applicants who score below the required level must register for additional courses in English, reading and/or math.
2. Meet with a Woodbury School of Business advisor.

Cooperative Education

Cooperative education or an internship is required for paralegal students. A total of eight credits may be applied toward graduation.

Program objectives for paralegal majors:

1. Every paralegal student must be competent in legal research, litigation, document production, and interviewing.
2. Advanced technology is prevalent in most law offices; and legal assistants are required to not only be computer literate, but also be able to use software, to develop specific computer applications, to handle spreadsheet analyses, and to conduct database searches.
3. Students are able to select advanced classes in legal specialty areas that appeal to them.
4. Students are required to have actual work experience as part of their training.
5. Students should demonstrate high ethical standards and conduct.

AS Pre Major in Paralegal Studies

	62 CREDITS
General Education Requirements:	35 Credits
• ENGL 1010 Introduction to Writing	3.0
• ENGL 2010 Intermediate Writing--Humanities/Social Sciences	3.0
Complete one of the following:	3.0
• MATH 1030 Quantitative Reasoning (3.0)	
• MATH 1040 Introduction to Statistics (3.0)	
• MATH 1050 College Algebra (4.0)	
Complete one of the following:	3.0
• HIST 2700 US History to 1877 (3.0)	
and HIST 2710 US History since 1877 (3.0)	
• HIST 1700 American Civilization (3.0)	
• HIST 1740 US Economic History (3.0)	
• POLS 1000 American Heritage (3.0)	
• POLS 1100 American National Government (3.0)	
Complete the following:	
• PHIL 2050 Ethics and Values	3.0
• HLTH 1100 Personal Health and Wellness	2.0
or PES 1097 Fitness for Life (2.0)	

Distribution Courses	
• Biology	3.0
• Physical Science	3.0
• Additional Biology or Physical Science	3.0
• Humanities Distribution	3.0
• Fine Arts Distribution	3.0
• Social/Behavioral Science	3.0

Discipline Core Requirements:	21 Credits
• LEGL 1000 Law and the Paralegal	3.0
• LEGL 1110 Civil Litigation and Preparation	4.0
• LEGL 1220 Legal Research in the Library	3.0
• CJ 1330 Criminal Law	3.0
• LEGL 2190 Legal Ethics	2.0
• LEGL 2300 Computerized Legal Research	3.0
• LEGL 2330 Computer Applications in Law	3.0

Elective Requirements:	6 Credits
• Electives may consist of DGM 2010 and any Paralegal (LEGL) course that is not part of the core requirements.	6.0

Graduation Requirements:	
1. Completion of a minimum of 62 or more semester credits	
2. Overall grade point average of 2.0 (C) or above. Must have a grade of C+ or higher in all Core and elective requirements.	
3. Residency hours: Minimum of 20 credit hours though course attendance at UVU. At least 12 of these credits must be in LEGL or CJ courses.	
4. Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.	

Note:
 Approved by the American Bar Association.

BS in Paralegal Studies 120 CREDITS

General Education Requirements:	35 Credits
• ENGL 1010 Introduction to Writing	3.0
• ENGL 2010 Intermediate Writing--Humanities/Social Sciences	3.0
or ENGL 2020 Intermediate Writing--Science and Technology (3.0)	

Complete one of the following:	3.0
• MATH 1030 Quantitative Reasoning (3.0)	
• MATH 1040 Introduction to Statistics (3.0)	
• MATH 1050 College Algebra (4.0)	
• One course that requires MATH 1050 as a prerequisite (excluding MATH 1060)	
• An Advanced Placement (AP) Mathematics Test with a score of 3 or higher	

Complete one of the following:	3.0
• HIST 2700 US History to 1877 (3.0)	
and HIST 2710 US History since 1877 (3.0)	
• HIST 1700 American Civilization (3.0)	
• HIST 1740 US Economic History (3.0)	
• POLS 1000 American Heritage (3.0)	
• POLS 1100 American National Government (3.0)	

Complete the following:	
• PHIL 2050 Ethics and Values	3.0
• HLTH 1100 Personal Health and Wellness	2.0
or PES 1097 Fitness for Life (2.0)	

Distribution Courses	
• Biology	3.0
• Physical Science	3.0
• Additional Biology or Physical Science	3.0
• Humanities Distribution	3.0
• Fine Arts Distribution	3.0
• Social/Behavioral Science	3.0

Discipline Core Requirements:	65 Credits
• DGM 2010 Business Computer Proficiency	3.0
• MGMT 2250 Job Application and Advancement Skills	1.0

or MGMT 3890 Career Preparation (2.0)	
• LEGL 1000 Law and the Paralegal	3.0
• LEGL 1110 Civil Litigation and Preparation	4.0
• LEGL 1220 Legal Research in the Library	3.0
• CJ 1330 Criminal Law	3.0
• LEGL 2190 Legal Ethics	2.0
• LEGL 2300 Computerized Legal Research	3.0
• CJ 2350 Laws of Evidence	3.0
• LEGL 2330 Computer Applications in Law	3.0
• LEGL 3000 Business Law	3.0
• LEGL 481R Internship	1.0
• CJ 4160 Constitutional Rights and Responsibilities	3.0
• SOC 320G Race and Minority Relations	3.0
• LEGL 3320 Family Law	3.0

- LEGL 4130 Bankruptcy and Collections 3.0
- LEGL 4150 Probates and Estates 3.0
- LEGL 4160 Contract Law 3.0

Area of Specialization: 15.0

- Any LEGL course (Pre-approved by Advisor; 6 credit hours must be upper-division courses; must be completed with a grade of "C+" or better)

Elective Requirements: 19 Credits

- ELECTIVES (Pre-approved by Advisor; 9 credits must be upper division courses) 19.0

Graduation Requirements:

- 1 Completion of a minimum of 120 or more semester credits with 40 semester credits from 3000 and 4000 level courses.
- 2 Overall grade point average of 2.0 (C) or above. Must have a grade of (C+) or higher in all core and elective requirements.
- 3 Residency hours-- minimum of 30 credit hours of Woodbury School of Business courses through course attendance at UVU, with at least 10 hours earned in the last 45 hours.
- 4 Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.
- 5 Students completing a bachelor degree following the 2008 or later catalog must complete one course that meets the Global/Intercultural Requirement, indicated by a course number ending in G. For a complete listing, see page 25.

Note:

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Minor in Paralegal Studies 23 CREDITS

Matriculation Requirements:

- 1 Admitted to a bachelor degree program at UVU.

Discipline Core Requirements: 14 Credits

- LEGL 1000 Law and the Paralegal 3.0
- LEGL 1220 Legal Research in the Library 3.0
- LEGL 2190 Legal Ethics 2.0
- LEGL 2300 Computerized Legal Research 3.0
- LEGL 3000 Business Law 3.0

Elective Requirements: 9 Credits

Choose 9 credits from the following: 9.0

- LEGL 3150 Survey of Dispute Resolution (3.0)
- LEGL 3320 Family Law (3.0)
- LEGL 3530 Employment and Labor Law (3.0)
- LEGL 3650 Torts and Personal Injury Law (3.0)
- LEGL 4130 Bankruptcy and Collections (3.0)
- LEGL 4150 Probates and Estates (3.0)
- LEGL 4160 Contract Law (3.0)

Graduation Requirements:

- 1 Overall grade point average of 2.5 in all Woodbury School of Business (LEGL) courses and no grade lower than a C+ in LEGL specialty core and elective courses.

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See Course Descriptions section of the catalog for detailed course information. This department manages the following course prefixes:

- LEGL, Legal Studies