

# LAW - Law

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## Courses

### **LAW 101 Business Law**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the legal environment in which businesses operate.

Prerequisites: Placement into ENG 101A

Ohio Transfer Assurance Guide Approved

### **LAW 110 Employment and Administrative Law**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on federal laws regarding employment rights and responsibilities of employer and employee as well as case management methods used in administrative agencies. Topics include: public policy and processes related to hiring; work environment; resignation and termination; intake; claim filing and processing; handling appeals to Social Security, unemployment, Worker's Compensation, State and Federal agencies; and recent employment trends. Students must attend field trips and work with a law clinic.

Prerequisites: LAW 101

### **LAW 120 Legal Research and Writing**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques for conducting legal research and composing legal documents. Topics include: research purposes and uses; citation procedure and format; computer research tools including LEXIS; and writing materials such as briefs, pleadings, memorandums, motions, and discovery documents.

Prerequisites: LAW 101 and ENG 101

### **LAW 130 Estate Planning, Family and Probate Law**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and processes of family and probate law and estate planning. Topics include: marriage, dissolution, divorce, and prenuptial agreements; child custody, visitation, and support; adoption and guardianship; juvenile law; and trusts and estate administration.

Prerequisites: LAW 101

### **LAW 150 Bankruptcy, Debt Collection, and Secured Transactions**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the bankruptcy code and the bankruptcy process from debtor and creditor perspectives. Topics include: filing Chapter 7, 13, and 11 bankruptcies; individual and business liquidation and reorganization plans; and secured transactions including mortgages and other liens.

Prerequisites: LAW 101

### **LAW 191 Part-Time Cooperative Education 1: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their first part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190 (minimum grade C)

### **LAW 192 Part-Time Cooperative Education 2: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their second part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 191

### **LAW 193 Part-Time Cooperative Education 3: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their third part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 192

### **LAW 194 Part-Time Cooperative Education 4: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fourth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 193

### **LAW 195 Part-Time Cooperative Education 5: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fifth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 194

### **LAW 196 Part-Time Cooperative Education 6: Legal Assistant**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their sixth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 195

### **LAW 210 Litigation**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and processes of criminal and civil litigation. Topics include: parties to lawsuits, pleadings, motion practice, Federal Rules of Civil and Criminal Procedure, Federal Rules of Evidence, discovery, trial judgments, and alternative dispute resolution.

Prerequisites: LAW 101

### **LAW 290 Paralegal Capstone**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

Students complete projects relevant to the administrative duties of the legal assistant, with emphasis on reviewing and applying skills gained throughout the degree program to prepare legal documents and information needed for success as a legal assistant. Activities incorporate review of grammar and punctuation, proofreading, legal terminology, keyboarding, and transcription accuracy and speed. The course is delivered through online instruction only.

Prerequisites: IM 225

**LAW 291 Full-Time Cooperative Education 1: Legal Assistant  
2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their first full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190 (minimum grade C)

**LAW 292 Full-Time Cooperative Education 2: Legal Assistant  
2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their second full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 291

**LAW 293 Full-Time Cooperative Education 3: Legal Assistant  
2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their third full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: LAW 292