

LEGAL STUDIES (LGL)

Course Descriptions

LGL 110. Introduction to Law. 3 Credit Hours.

Introduction to Law includes a general overview on the role of the law in modern society. The ethical and professional practice standards of the legal profession will be introduced. The legal process and the structures of Federal and Missouri Courts are examined. Several specific legal areas are surveyed including Tort, Contract, Property, Probate, Criminal and Administrative Law. (Credit is only allowed for either LGL 110 or LGL 108.)

Prerequisites: Reading Proficiency

LGL 111. Law Office Management. 3 Credit Hours.

Law Office Management is an introduction to the management of a law office and the role of the paralegal. It includes law office organization, communication and correspondence, trust accounting, conflicts management, marketing, physical and electronic file management, timekeeping and billing.

Prerequisites: Reading Proficiency

LGL 112. Contract Law. 3 Credit Hours.

Contract Law provides students with an overview of the elements required for an enforceable contract. The impact of the Statute of Frauds as well as the Uniform Commercial Code on contracts will be examined.

Prerequisites: Reading Proficiency

LGL 113. Computers and the Law. 3 Credit Hours.

Computers and the Law will help students become familiar with the use of technology in the legal profession. It includes a general introduction to various hardware and software systems used in law offices as well as by the courts. Emphasis is placed on hands-on experience with applications, locating factual and legal information using technology, as well as finding resources for continued acquisition of technical skills. (Credit is only allowed for either LGL 113 or LGL 106.)

Prerequisites: Reading Proficiency

Recommended Preparation: Prior computer experience strongly recommended

LGL 202. Wills, Trusts, and Probate. 3 Credit Hours.

Wills, Trusts, and Probate will provide an overview of the Estate Planning process and documents including Wills and Trusts. Students will draft Estate Plan documents. The students will use court forms for preparing Missouri Probate Administrations for decedent estates as well as for conservatorships and guardianships.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 205. Real Estate Law. 3 Credit Hours.

Real Estate Law is a study of the law of real property and in-depth survey of the more common types of real estate transaction and conveyances. Drafting problems involving various conveyance instruments are covered as well as the system for recording and searching public documents.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 206. Administrative Law. 3 Credit Hours.

Administrative Law provides an examination of the nature and authority of administrative agencies, the Administrative Procedures Act, rules and rule making, and administrative hearings. The student will examine the impact of various government regulations from Federal and Missouri agencies.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 211. Tort Law. 3 Credit Hours.

Tort Law is a study of the fundamental principles of the law of torts including special research assignments related to the subject matter. Consideration of the techniques of investigation involved in the lawyer's handling of tort claims and a study of the various forms of pleadings involved in commencing such claims in court actions.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 217. Legal Research. 3 Credit Hours.

Legal Research is an introduction to the process of legal research, legal analysis, as well as the connection between research and legal writing. Legal issues, appropriate sources of law for legal analysis, and proper citation to legal authority will be examined.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C", ENG 100 or ENG 101 with a minimum grade of "C", and Reading Proficiency

LGL 218. Legal Writing. 3 Credit Hours.

Legal Writing is an introduction of the principles involved in legal analysis and the preparation of legal documents.

Prerequisites: LGL 217 with a minimum grade of "C" and Reading Proficiency

LGL 228. Family Law. 3 Credit Hours.

Family Law introduces statutory and case law regarding the dissolution of marriage action, termination of parental rights, adoption law, court appointment of guardians, and guardian ad litem. Topics will include client interviewing and counseling. Necessary documentation, discovery tools, and court forms required for filing as well as methods for determining the timing and venue for filings, will be examined. (Credit is only allowed for either LGL 228 or LGL 208.)

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

Recommended Preparation: Recommended that LGL 235 be completed prior to enrolling in this course

LGL 230. Employment Law. 3 Credit Hours.

Employment Law will examine the employer and employee relationship and the laws governing the employment agreement. This course will include the specific areas of employment discrimination, Worker's Compensation, and regulation of union activity. (Credit is only allowed for either LGL 230 or LGL 213.)

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 235. Civil Litigation. 3 Credit Hours.

Civil Litigation focuses on the stages and preparation for civil trial. Litigation documents including pleadings, discovery documents and motions will be examined. The rules of evidence and the rules of civil procedure will be introduced. (Credit is only allowed for either LGL 235 or LGL 104.)

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 236. Topics in Law. 3 Credit Hours.

Topics in Law is a study of a selected area of law or current topics in law. This course will provide an opportunity to explore a specific areas of law such as Criminal Law, Cyber Law, Elder Law, Immigration Law, Intellectual Property, or other current legal issues in greater detail.

Prerequisites: LGL 110 or LGL 108 with a minimum grade of "C" and Reading Proficiency

LGL 240. Advanced Civil Litigation. 3 Credit Hours.

Advanced Civil Litigation is designed as an advanced course for those students who have completed Civil Litigation. The focus will be a detailed examination of court rules pertaining to discovery, civil trial procedures and preparation as well as appellate procedures. (Credit is only allowed for either LGL 240 or LGL 216.)

Prerequisites: LGL 235 or LGL 104 with a minimum grade of "C", and Reading Proficiency

LGL 280. Paralegal Clinical Studies. 3 Credit Hours.

Paralegal Clinical Studies is an on-campus clinical experiential course that provides the student the opportunity to apply theory and skills learned in the classroom, learn new skills, and explore career possibilities while supervised by a licensed attorney. Students will perform legal work to enhance their preparation for entering the field. (Credit is allowed for only one of the following courses: LGL 280, LGL 219, or LGL 290.)

Prerequisites: Approval of the campus program coordinator and Reading Proficiency

LGL 290. Workplace Learning: Paralegal. 3 Credit Hours.

Workplace Learning: Paralegal is an experiential course that provides the student the opportunity to apply theory and skills learned in the classroom, learn new skills, and explore career possibilities while supervised by a professional in the field and a faculty member. Students will observe and participate in the functions of the business to enhance their preparation for entering the field. Minimum 150 hours in the workplace throughout the term. (Credit is allowed for only one of the following courses: LGL 290, LGL 280, or LGL 219.)

Prerequisites: Approval of the campus program coordinator and Reading Proficiency