

## LGS Legal Studies

- LGS 101 Introduction to Legal Studies (3-0)** 3 crs.  
 Surveys the functions of law; courts and lawyers in modern society; analysis of the origin, training and role of the paralegal; professional responsibilities of the lawyer; outline of the fields and specializations within the practice of law; and an introduction to legal research and writing upon a review of the sources (primary and secondary) and legal resources (print and online) available at Harper College.
- LGS 103 Litigation (3-0)** 3 crs.  
 Emphasizes the role of the paralegal in litigation. Analyzes civil procedure and instruction in preparation of documents used in lawsuits, covering pre- and post-trial matters, evidentiary problems and assistance during trials.  
**Prerequisite:** LGS 101 with a grade of C or better or consent of program coordinator.
- LGS 105 Family Law (3-0)** 3 crs.  
**This course is only offered in the fall term.** Emphasizes the role of the paralegal in family law. Examines domestic relations law with emphasis on marriage, divorce, annulment, separation agreements, adoption and other legal matters involving the family.  
**Prerequisite:** LGS 101 with a grade of C or better, or consent of program coordinator.
- LGS 110 Law Office Technology (3-0)** 3 crs.  
 Prepares students to apply popular software packages or suites as they relate to law offices. Introduces software applications specific to the legal field. Teaches students to format legal documents, e-file, and use timekeeping, billing, e-discovery, litigation support, and case management software.
- LGS 115 Legal Research and Writing (3-0)** 3 crs.  
 Instructs in the basic techniques and skills necessary to conduct legal research and to summarize the results of that research in appropriate written form. Teaches students to use legal research tools (both online/Westlaw and print) and develop legal reasoning skills to craft written documents such as legal correspondence, legal memoranda, a 50-state survey, and case briefs. Develops practical skills through sequential written assignments which build analytical, research, and writing skills throughout the semester.  
**Prerequisite:** LGS 101 with a grade of C or better.
- LGS 123 Real Property Law (3-0)** 3 crs.  
**This course is only offered in the spring term.**  
 Provides historical study of common law estates and interests. Emphasizes the role of and relationship between the attorney and the paralegal in preparing the more common types of real property transactions and conveyances such as deeds, contracts and leases; drafting problems involving these various instruments; and a study of the system of recording and search of public documents. Students must draft a set of residential closing documents.
- LGS 200 Probate (3-0)** 3 crs.  
**This course is only offered in the fall term.**  
 Emphasizes the role of the paralegal in probate matters. Surveys the principles, history and sources of probate law; examines probate court forms and tax returns; and details instruction in gathering information and preparing documents for the paralegal's supervising attorney.
- LGS 201 Tort Law (3-0)** 3 crs.  
 Emphasizes the role of the paralegal in tort law. Studies basic tort principles; examines pleading forms used in litigation of various tort actions.
- LGS 202 Estate Planning (3-0)** 3 crs.  
**This course is only offered in the spring term.**  
 Emphasizes the role of the paralegal in estate planning. Examines common forms of wills and trusts; survey of legal principles applicable thereto; and instruction in draftsmanship of documents by the paralegal for the supervising attorney.
- LGS 205 Contract Law (3-0)** 3 crs.  
 Surveys the principles, history, and sources of contract law. Examines the elements of a valid, enforceable contract. Provides instruction regarding the drafting of contracts. Examines Article 2 of the Uniform Commercial Code regarding the sale of goods. Emphasizes the role of the paralegal in contract law.
- LGS 206 Environmental Law (3-0)** 3 crs.  
**This course is only offered in the spring term.**  
 Studies American environmental law. Students will learn about the Clean Air Act, the Clean Water Act, the Comprehensive Environmental Response, Compensation and Liability Act, the Endangered Species Act, wetlands, asbestos, and environmental racism. Emphasis is placed on the role of the paralegal in an environmental law practice. Ethical issues dealing with environmental law are also presented and discussed.
- LGS 208 Internship in Legal Studies (1-10)** 3 crs.  
 Provides supervised experience in a legal setting to enhance students' technical paralegal skills or the skills necessary to be effective in that legal setting. Students must complete a journal documenting their internship work, and a final portfolio of their work suitable to show a prospective employer.  
**Prerequisite:** LGS 101, LGS 103, LGS 115, and an LGS elective with grades of C or better.
- LGS 210 The Law of Business Organizations (3-0)** 3 crs.  
**This course is only offered in the fall term.**  
 Prepares students in the Legal Studies Program to aid in incorporation, corporate record keeping and compliance with administrative regulations. Students learn about the formation of various types of business organizations. This includes the understanding of statutes, rules, forms and releases pertaining to the principal acts administered by the Securities and Exchange Commission.
- LGS 212 Law Office Management (3-0)** 3 crs.  
 Studies law office management relying on the system analysis approach to examine design, methods and develop processes necessary for integrating the paralegal into the hierarchy of the organization of a law office with emphasis on defining functions of the lawyer, paralegal and legal secretary.
- LGS 215 Today's Law Office (3-0)** 3 crs.  
**This course is only offered in the fall term.**  
 Provides the paralegal student with exposure to and training in working within a law office. The Law Office is online and virtual, yet it still is a working law firm. Reviews the intricacies of medium-sized law firm with a strong emphasis on litigation and contract work as well. Upon the completion of this course, the student should retain an understanding of working through legal analysis to solve the problems of clients coming into a law firm. The course shall emphasize the need of the written project as well, including, but not limited to, client letters, motions, memorandums, briefs, deposition summaries and other legal documents produced by paralegals. The student will be familiar with information relevant to law practices including case law, statutes, news sources, administrative law and public records.  
**Prerequisite:** LGS 101, LGS 103, LGS 115 and an LGS elective with grades of C or better.

**LGS 216 Ethics, Legal Writing and the Law Office (3-0) 3 crs.**

Covers the rules of legal ethics and the regulation of the legal profession. Students learn about law office management technology (including billing, timekeeping, files and records management). Complete legal writing tasks typically assigned in a law firm setting (focusing on ethics-based writing assignments).

**Prerequisite:** LGS 101 with a grade of C or better, or consent of program coordinator.

**LGS 221 Bankruptcy Law (3-0) 3 crs.**

**This course is only offered in the fall term.**

Surveys the principles, history and sources of bankruptcy law in the United States. Examines the law relating to Chapters 7, 9, 11, 12, 13, and 15 of the United States Bankruptcy Code. Provides instruction in the drafting of the schedules needed for Chapter 7, 9, 11, 12 and 13 filings. Provides students with practical experience using bankruptcy software. Examines the jurisdiction of the federal bankruptcy courts. Stresses the role of the paralegal in bankruptcy law.

**LGS 222 Intellectual Property (3-0) 3 crs.**

**This course is only offered in the spring term.**

Provides historical study of the development of intellectual property law in the United States. Emphasizes the role of the paralegal in preparing applications for patent, copyright, and trademark protections with federal and state governments. Provides an overview of the role of the paralegal in preparing for litigation involving intellectual property law issues. Reviews ethical issues that arise in the intellectual property arena.

**LGS 224 Commercial Real Estate Law (3-0) 3 crs.**

**This course is only offered in the fall term.**

Studies American commercial real estate law. Students will learn the anatomy of a commercial real estate transaction; the role of a paralegal in a commercial real estate transaction; the importance of title searches and surveys; and the role of leases, easements, and licenses. Students will also review the process utilized to obtain commercial real estate mortgages and the role of a paralegal in preparing for a commercial real estate closing. Emphasis is placed on the role of the paralegal in commercial real estate transactions. Ethical issues dealing with commercial real estate are also presented and discussed.

**LGS 225 Immigration Law (3-0) 3 crs.**

**This course is only offered in the spring term.**

Explores the immigration and naturalization process in the United States. Introduces visa categories and requirements, other paths to immigration, and immigration barriers. Teaches students about citizenship and the requirements for an immigrant to become a citizen. Examines the constitutional and international law foundations underlying immigration regulation, the history of immigration law in the U.S., the source and scope of congressional and executive branch power in the realm of immigration, and the role of the judiciary in making and interpreting immigration law. In the course of that exploration, citizenship and naturalization will be addressed, as well as the admission and removal of immigrants and nonimmigrants, and the issues of undocumented immigration and national security. Analyzes the impact of immigration in other areas, including employment, criminal law, family unification, international human rights law, and discrimination.

**LGS 230 Topics in Legal Studies (1-0 to 6-0) 1-6 crs.**

Studies selected problems or topics in legal studies. The exact content and instructional methodology will vary semester to semester depending on the material to be studied. A syllabus or course outline containing additional information will be available with pre-registration materials each time that the course is offered. This course may be repeated two times to a maximum of six credit hours.