PARALEGAL STUDIES - MINOR

College of Arts and Sciences
Center for Comparative and Integrative Programs
105 Bowman Hall
Kent Campus
330-672-2062
www.kent.edu/ccip

Description
The Paralegal Studies minor provides the foundation for students to pursue the paralegal field. A paralegal is employed by a law office, corporate legal department or public entity to perform substantive legal work under the supervision of a lawyer. Paralegals conduct legal research, maintain and organize files and draft legal documents. Paralegals also work with clients and witnesses in preparing cases for trial. A paralegal is not a lawyer and may not give legal advice, accept cases, argue in court or set fees.

For more information, visit the Paralegal Studies office located in 113 Bowman Hall (Kent Campus); 330-672-4148; www.kent.edu/paralegal.

Fully Offered At:
• Kent Campus

Accreditation
The Paralegal Studies minor is accredited by the American Bar Association (ABA).

Admission Requirements
Admission to a minor is open to students declared in a bachelor’s degree, the A.A.B. or A.A.S. degree or the A.T.S. degree (not Individualized Program major). Students declared only in the A.A. or A.S. degree or the A.T.S. degree in Individualized Program may not declare a minor. Students may not pursue a minor and a major in the same discipline.

Minor Requirements

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLST 18000</td>
<td>INTRODUCTION TO PARALEGAL STUDIES AND PROFESSIONAL ETHICS</td>
<td>3</td>
</tr>
<tr>
<td>PLST 28001</td>
<td>LEGAL RESEARCH AND WRITING</td>
<td>3</td>
</tr>
<tr>
<td>PLST 28004</td>
<td>PRINCIPLES AND PRACTICE OF LITIGATION</td>
<td>3</td>
</tr>
<tr>
<td>PLST 36792</td>
<td>INTERNSHIP IN PARALEGAL (ELR)</td>
<td>3</td>
</tr>
<tr>
<td>Minor Electives, choose from the following:</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>PLST 28003</td>
<td>FAMILY LAW AND PROCEDURE</td>
<td></td>
</tr>
<tr>
<td>PLST 28007</td>
<td>ESTATE AND PROBATE ADMINISTRATION</td>
<td></td>
</tr>
<tr>
<td>PLST 35001</td>
<td>ENVIRONMENTAL LAW FOR PARALEGALS</td>
<td></td>
</tr>
<tr>
<td>PLST 35003</td>
<td>HEALTH LAW</td>
<td></td>
</tr>
<tr>
<td>PLST 35005</td>
<td>LABOR AND EMPLOYMENT LAW FOR PARALEGALS</td>
<td></td>
</tr>
<tr>
<td>PLST 35007</td>
<td>ENERGY AND NATURAL RESOURCES LAW</td>
<td></td>
</tr>
<tr>
<td>PLST 38003</td>
<td>ADMINISTRATIVE LAW AND PROCESS</td>
<td></td>
</tr>
<tr>
<td>PLST 38005</td>
<td>TORT LAW</td>
<td></td>
</tr>
</tbody>
</table>

PLST 38006 APPLIED LEGAL RESEARCH AND LITIGATION (WIC)
PLST 42701 EVIDENCE AND E-DISCOVERY
PLST 42705 BANKRUPTCY LAW I: BASIC FUNDAMENTALS
PLST 42706 BANKRUPTCY LAW II: CREDITOR-DEBTOR RELATIONS
PLST 42708 REAL ESTATE LAW
PLST 48002 CONTRACT LAW
PLST 48300 LAW OF CORPORATIONS AND OTHER ASSOCIATIONS
PLST 48401 PATENT LAW
PLST 48403 PATENT PROSECUTION
PLST 48404 COPYRIGHT LAW I
PLST 48407 TRADEMARK LAW
PLST 48408 TRADEMARK PROSECUTION

Minimum Total Credit Hours: 30

1 Minimum 6 credit hours of the electives must be upper-division (30000 or 40000 level).

Graduation Requirements

Minimum Minor GPA
2.000

• Students must complete at least two upper-division (30000 or 40000 level) courses in the minor at Kent State on a graded basis (A-F).
• Minimum 6 credit hours in the minor must be upper-division coursework (30000 and 40000 level).
• Minimum 6 credit hours in the minor must be outside of the course requirements for any major or other minor the student is pursuing.
• Minimum 50 percent of the total credit hours for the minor must be taken at Kent State (in residence).