PARALEGAL STUDIES - B.A.

College of Arts and Sciences
School of Multidisciplinary Social Sciences and Humanities
https://www.kent.edu/multidisciplinary-studies

Examples of Possible Careers*

Legal support workers, all other
- 1.2% decline
- 50,400 number of jobs
- $59,540 potential earnings

Paralegals and legal assistants
- 10.5% much faster than the average
- 337,800 number of jobs
- $52,920 potential earnings

Title examiners, abstractors, and searchers
- 2.6% decline
- 63,600 number of jobs
- $48,820 potential earnings

Contact Information
- Program Coordinator: Amanda Paar-Conroy | apaar@kent.edu
- (330) 672-4148
- Speak with an Advisor
- Chat with an Admissions Counselor

Fully Offered
- Kent Campus

Accreditation
The B.A. degree in Paralegal Studies is approved by the American Bar Association (ABA).

Admission Requirements
The university affirmatively strives to provide educational opportunities and access to students with varied backgrounds, those with special talents and adult students who graduated from high school three or more years ago.

Freshman Students on the Kent Campus: The freshman admission policy on the Kent Campus is selective. Admission decisions are based upon the following: cumulative grade point average, ACT and/or SAT scores, strength of high school college preparatory curriculum and grade trends. The Admissions Office at the Kent Campus may defer the admission of students who do not meet admissions criteria but who demonstrate areas of promise for successful college study. Deferred applicants may begin their college coursework at one of seven regional campuses of Kent State University. For more information on admissions, including additional requirements for some academic programs, visit the admissions website for first-year students.

Freshman Students on the Regional Campuses: Kent State campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, as well as the Twinsburg Academic Center, have open enrollment admission for students who hold a high school diploma, GED or equivalent.

English Language Proficiency Requirements for International Students: All international students must provide proof of English language proficiency (unless they meet specific exceptions) by earning a minimum 525 TOEFL score (71 on the Internet-based version), minimum 75 MELAB score, minimum 6.0 IELTS score, minimum 48 PTE score or minimum 100 DET score; or by completing the ESL level 112 Intensive Program. For more information on international admission, visit the Office of Global Education's admission website.

Transfer, Transitioning and Former Students: For more information about admission criteria for transfer, transitioning and former students, please visit the admissions website.

Program Learning Outcomes
Graduates of this program will be able to:

1. Analyze a legal problem as well as identify and evaluate alternative solutions.
2. Formulate logical solutions to problems and construct logical arguments in support of specific positions as well as evaluate solutions and arguments.
3. Determine which areas of law are relevant to a particular situation.
4. Apply principles of professional ethics to specific factual situations.
5. Identify interrelationships among cases, statutes, regulations, and other legal authorities.
6. Apply recognized legal authority to a specific factual situation.
7. Analyze factual situations to determine when it is appropriate to apply exceptions to general legal rules.
8. Apply exceptions to general legal rules.

*Note
Source of occupation titles and labor data is from the U.S. Bureau of Labor Statistics' Occupational Outlook Handbook. Data comprises projected percent change in employment over the next 10 years; nation-wide employment numbers; and the yearly median wage at which half of the workers in the occupation earned more than that amount and half earned less.

Description
The Bachelor of Arts degree in Paralegal Studies combines a liberal arts background with law-related specialty courses to provide students with communication, critical reasoning and analytical skills; knowledge of the legal system; and practical hands-on experience.

The program prepares students for the Certified Paralegal exam from the National Association of Legal Assistants. Paralegals may not provide legal services directly to the public except as permitted by law.

For more information visit the Paralegal Studies office located in 113 Bowman Hall (Kent Campus); 330-672-4148; www.kent.edu/paralegal.
9. Distinguish evidentiary facts from other material and/or controlling facts.
10. Identify factual omissions and inconsistencies.

Professional Licensure Disclosure
This program is designed to prepare students to sit for applicable licensure or certification in Ohio. If you plan to pursue licensure or certification in a state other than Ohio, please review state educational requirements for licensure or certification and contact information for state licensing boards at Kent State’s website for professional licensure disclosure.

University Requirements
All students in a bachelor’s degree program at Kent State University must complete the following university requirements for graduation.

NOTE: University requirements may be fulfilled in this program by specific course requirements. Please see Program Requirements for details.

Destination Kent State: First Year Experience 1
- Course is not required for students with 25 transfer credits, excluding College Credit Plus, or age 21+ at time of admission.

Diversity Domestic/Global (DIVD/DIVG) 2 courses
- Students must successfully complete one domestic and one global course, of which one must be from the Kent Core.

Experiential Learning Requirement (ELR) varies
- Students must successfully complete one course or approved experience.

Kent Core (see table below) 36-37
- Students must earn a minimum C grade in the course.

Writing-Intensive Course (WIC) 1 course
- Students must earn a minimum C grade in the course.

Upper-Division Requirement 39 (or 42)
- Students must successfully complete 39 upper-division (numbered 30000 to 49999) credit hours to graduate. Students in a B.A. and/or B.S. degree in the College of Arts and Sciences must complete 42 upper-division credit hours.

Total Credit Hour Requirement 120
- Some bachelor’s degrees require students to complete more than 120 credit hours.

Kent Core Requirements
Kent Core Composition (KCMP) 6
Kent Core Mathematics and Critical Reasoning (KMCR) 3
Kent Core Humanities and Fine Arts (KHUM/KFA) (min one course each) 9
Kent Core Social Sciences (KSS) (must be from two disciplines) 6
Kent Core Basic Sciences (KBS/KLAB) (must include one laboratory) 6-7
Kent Core Additional (KADL) 6
Total Credit Hours: 36-37

Program Requirements
Major Requirements

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<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>PLST 18000</td>
<td>INTRODUCTION TO PARALEGAL STUDIES AND PROFESSIONAL ETHICS</td>
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<tr>
<td>PLST 28001</td>
<td>LEGAL RESEARCH AND WRITING</td>
<td>3</td>
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<tr>
<td>PLST 28004</td>
<td>PRINCIPLES AND PRACTICE OF LITIGATION</td>
<td>3</td>
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<td>PLST 36792</td>
<td>INTERNSHIP IN PARALEGAL (ELR)</td>
<td>1</td>
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<tr>
<td>PLST 38006</td>
<td>APPLIED LEGAL RESEARCH AND LITIGATION (WIC)</td>
<td>3</td>
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Legal Specialty Electives, choose from the following: 24
- PLST 28003 FAMILY LAW AND PROCEDURE
- PLST 28007 ESTATE AND PROBATE ADMINISTRATION
- PLST 35001 ENVIRONMENTAL LAW FOR PARALEGALS
- PLST 35003 HEALTH LAW
- PLST 35005 LABOR AND EMPLOYMENT LAW FOR PARALEGALS
- PLST 35007 ENERGY AND NATURAL RESOURCES LAW
- PLST 38003 ADMINISTRATIVE LAW AND PROCESS
- PLST 38005 TORT LAW
- 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

Additional Requirements (courses do not count in major GPA)
- UC 10097 DESTINATION KENT STATE: FIRST YEAR EXPERIENCE 1
- Foreign Language (see Foreign Language College Requirement below) 14-16
- Kent Core Composition 6
- Kent Core Mathematics and Critical Reasoning 3
- Kent Core Humanities and Fine Arts (minimum one course from each) 9
- Kent Core Social Sciences (must be from two disciplines) 6
- Kent Core Basic Sciences (must include one laboratory) 6-7
- Kent Core Additional 6
- College General Requirement (must be from Kent Core Basic Sciences) 3
- College General Requirement (must be from Kent Core Social Sciences) 3
- General Electives (total credit hours depends on earning 120 credit hours, including 42 upper-division credit hours) 21

Minimum Total Credit Hours: 120

1 Although required minimum hours for internship is 6 credit hours, it is recommended that students enroll in more than one internship.
2 A minimum C grade must be earned to fulfill the writing-intensive requirement.
One additional course taken from the Kent Core Basic Science courses in the following Arts and Sciences disciplines: Anthropology (ANTH), Biological Sciences (BSCI), Chemistry (CHEM), Geography (GEOG), Geology (GEOL) or Physics (PHY). The course may not be from the student’s major.

One additional course taken from the Kent Core Social Sciences courses in the following Arts and Sciences disciplines: Anthropology (ANTH), Geography (GEOG), Criminology and Justice Studies (CRIM), Peace and Conflict Studies (PACS), Political Science (POL), Psychology (PSYC) or Sociology (SOC). The course may not be from the student’s major.

Graduation Requirements

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<th>Minimum Major GPA</th>
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Foreign Language College Requirement, B.A.

Students pursuing the Bachelor of Arts degree in the College of Arts and Sciences must complete 14-16 credit hours of foreign language.¹

To complete the requirement, students need the equivalent of Elementary I and II in any language, plus one of the following options²:

1. Intermediate I and II of the same language
2. Elementary I and II of a second language
3. Any combination of two courses from the following list:
   - Intermediate I of the same language, or ARAB 21401, ASL 19401, CHIN 25421, MCLS 10001, MCLS 20001, MCLS 20091, MCLS 21417, MCLS 21420, MCLS 22217, MCLS 28403, MCLS 28404

¹ All students with prior foreign language experience should take the foreign language placement test to determine the appropriate level at which to start. Some students may start beyond the Elementary I level and will complete the requirement with fewer credit hours and fewer courses. This may be accomplished by (1) passing a course beyond Elementary I through Intermediate II level; (2) receiving credit through one of the alternative credit programs offered by Kent State University; or (3) demonstrating language proficiency comparable to Elementary II of a foreign language. When students complete the requirement with fewer than 14 credit hours and four courses, they will complete remaining credit hours with general electives.

² Certain majors, concentrations and minors may require specific languages, limit the languages from which a student may choose or require coursework through Intermediate II. Students who plan to pursue graduate study may need particular language coursework.

Roadmap

This roadmap is a recommended semester-by-semester plan of study for this major. However, courses designated as critical (!) must be completed in the semester listed to ensure a timely graduation.