PARALEGAL STUDIES - B.A.

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

About This Program
The Bachelor of Arts in Paralegal Studies program combines legal theory and practical skills to prepare you for a career in the legal field. Read more...

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

Program Delivery
• Delivery:
  • In person
• Location:
  • Kent Campus

Examples of Possible Careers and Salaries*
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

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

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

* Source of occupation titles and labor data comes 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.

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.

First-Year Students on the Kent Campus: First-year admission policy on the Kent Campus is selective. Admission decisions are based upon cumulative grade point average, strength of high school college preparatory curriculum and grade trends. Students not admissible to the Kent Campus may be administratively referred to one of the seven regional campuses to begin their college coursework. For more information, visit the admissions website for first-year students.

First-Year Students on the Regional Campuses: First-year admission to Kent State’s campuses at Ashtabula, East Liverpool, Geauga, Salem, Stark, Trumbull and Tuscarawas, as well as the Twinsburg Academic Center, is open to anyone with a high school diploma or its equivalent. For more information on admissions, contact the Regional Campuses admissions offices.

International Students: All international students must provide proof of English language proficiency unless they meet specific exceptions. For more information, visit the admissions website for international students.

Transfer Students: Students who have attended any other educational institution after graduating from high school must apply as undergraduate transfer students. For more information, visit the admissions website for transfer students.

Former Students: Former Kent State students or graduates who have not attended another college or university since Kent State may complete the reenrollment or reinstatement form on the University Registrar’s website.

Admission policies for undergraduate students may be found in the University Catalog.

Program Requirements

Major 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>CIVIL PROCEDURE</td>
<td>3</td>
</tr>
<tr>
<td>PLST 36792</td>
<td>INTERNSHIP IN PARALEGAL (ELR) 1</td>
<td>6</td>
</tr>
<tr>
<td>PLST 38006</td>
<td>APPLIED LEGAL RESEARCH AND LITIGATION (WIC) 2</td>
<td>3</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>
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<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>
<tr>
<td>PLST 40095</td>
<td>SPECIAL TOPICS IN PARALEGAL STUDIES</td>
<td></td>
</tr>
<tr>
<td>PLST 42701</td>
<td>EVIDENCE AND E-DISCOVERY</td>
<td></td>
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<tr>
<td>PLST 42705</td>
<td>BANKRUPTCY LAW I: BASIC FUNDAMENTALS</td>
<td></td>
</tr>
<tr>
<td>PLST 42706</td>
<td>BANKRUPTCY LAW II: CREDITOR-DEBTOR RELATIONS</td>
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</table>
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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.

### Graduation Requirements

<table>
<thead>
<tr>
<th>Minimum Major GPA</th>
<th>Minimum Overall GPA</th>
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<td>2.000</td>
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</table>

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 options:

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
   - 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
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.

Flashes 101 (UC 10001) 1 credit hour

Course is not required for students with 30+ 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 credit hours

Writing-Intensive Course (WIC) 1 course

Students must earn a minimum C grade in the course.

Upper-Division Requirement 39 credit hours

Students must successfully complete 39 upper-division (numbered 30000 to 49999) credit hours to graduate.

Total Credit Hour Requirement 120 credit hours

Kent Core Requirements

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

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.