

# Course Abstract

**Course ID and Name:** PLS 100, Introduction to the Paralegal Profession

**Department:** Business and Computer Science

Chairperson or Course Coordinator: Dr. Aslihan Cakmak

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**Prerequisites:** None

**Co-requisites:** None

**Course Description:**

An introduction to the functions and duties of the paralegal. Students explore the regulation of paralegals, rules of ethics, privilege, and ABA considerations. Students are introduced to the court system and law office routines.

**Credits:** 2

*If you need accommodations due to a disability, contact Disability Services in Edison Hall Room 100, 732.906.2546.*

*To foster a productive learning environment, the College requires that all students adhere to the Code of Student Conduct which is published in the college catalog and website.*

**Learning Outcomes:**

**Upon successful completion of the course, students will be able to:**

1. Identify different employment settings for paralegals and the various types of jobs in the law.
2. Explain educational requirements and licensing and certification systems for legal professionals.
3. Read and understand the state statute on unauthorized practice of law and identify violations thereof.
4. Understand the content and application of rules of ethics from the American Bar Association, New Jersey Supreme Court, National Association of Legal Assistants and National Federation of Paralegal Associations.

**Course Content Areas:**

- Careers in the Paralegal Profession
- Unauthorized Practice of Law
- Ethics
- Regulation of Paralegals