Nationally accredited graduate school offering online Master’s Degree programs in Legal Studies, Taxation and Compliance Law.

National Juris University is a division of National Paralegal College.
Legal Studies
Compliance Law
Taxation

National Juris University
Graduate Division of National Paralegal College
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MISSION STATEMENT

The mission of National Juris University is to provide quality Internet-based education and training to individuals seeking to develop careers as legal professionals. NJU seeks to provide its students with the knowledge and skills that are necessary to succeed by delivering dynamic instruction in an interactive learning environment that is conducive to student achievement and growth.

The school’s objective is to provide students with a rigorous academic foundation as well as the career-oriented skills that are necessary to succeed in a legal environment. NJU aims to use technology in order to bring the interactivity of the brick-and-mortar school experience into the student’s home or office.

PROGRAMS OFFERED

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>Credits</th>
<th>Hours</th>
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<tbody>
<tr>
<td>MASTER OF SCIENCE IN LEGAL STUDIES</td>
<td>36</td>
<td>1,620</td>
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<td>MASTER OF SCIENCE IN COMPLIANCE LAW</td>
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<td>36</td>
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Students applying for the Master of Science in Legal Studies, Master of Science in Compliance Law or Master of Science in Taxation must possess a minimum of a bachelor’s degree from an institution accredited by an accrediting agency recognized by the United States Department of Education or a foreign equivalent.

Students must own a personal computer (PC or Mac) and have access to the Internet. Students are required to have access to a webcam for a one time exam system registration.
Dear Prospective Student:

Welcome to National Juris University, graduate division of National Paralegal College. As you explore our materials and programs, we encourage you to consider the benefits of obtaining a master of science degree in taxation, compliance law or legal studies. NJU’s graduate programs will provide you the opportunity for personal growth and career advancement. NJU’s graduate programs are geared towards training our students for success in the taxation, corporate and legal fields.

A traditional law degree generally takes three years to complete and can cost upwards of $100,000 (or more). At NJU, we recognize that not everyone wishing to work in the legal field has the time and resources to complete law school. Our program is designed to give the student all of the tools that he or she needs to succeed in the legal and taxation industries without requiring the student to lay out the time and expense necessary to complete a Juris Doctor degree. We are very proud to offer various graduate degrees related to the legal field that will give the student the necessary skills to succeed at a fraction of the resources (both time and money) necessary to obtain a law degree.

Our online program is uniquely tailored to serve students who require the flexibility and freedom to do their work on their own time and from their own homes and offices. While we are proud to offer live classes and interactive discussion fora, we also are careful to strike a balance to maintain student convenience. You can watch or listen to all class recordings if you cannot make the live classes and within broad parameters, you can do your assignments and examinations when it is convenient for you to do so.

If you are considering pursuing a graduate degree in the legal or taxation field, I invite you to take advantage of our no-obligation free trial student offer. You can experience our school firsthand and see what the student experience is like at NJU.

I am confident that once you experience NJU, you will consider choosing NJU for your graduate degree in legal studies, taxation or compliance law.

I invite and welcome all feedback as well as any questions. I can be reached at shaas@nationalparalegal.edu or 800-371-6105 x 104.

Best of luck and I look forward to seeing you in class.

Stephen Haas
Graduate Director
LIVE INTERACTIVE CLASSROOMS

National Juris University is a pioneer in online education and has replicated the actual classroom experience in a fully interactive live virtual classroom.

The interactive live lecture in the virtual classroom re-creates the feel of the physical classroom experience in the comfort of a student’s home or office. To further enhance the learning experience, NJU instructors make extensive use of electronic whiteboard technology to illustrate or highlight exhibits for all students to see. Lectures include analyses of legal principles and discussions of how they apply in real-life scenarios. Lectures are given by experienced professionals, all of whom are experts in their respective fields of practice.

LEGAL RESEARCH

All National Juris University students are trained in LexisNexis.

LexisNexis is a leading completely online legal database. All students receive LexisNexis accounts and participate in a LexisNexis legal research training program. Students sharpen their online research skills by completing research assignments, using various libraries and features of the LexisNexis database.

PRESTIGIOUS FACULTY

The faculty is comprised of dynamic attorneys who bring the real-world legal experience directly to you.

The NJU team of professionals includes attorneys and other professionals who have specific expertise in legal studies, compliance law and taxation and includes practitioners, computer professionals, and support personnel who have intimate knowledge of the day-to-day problems that challenge a busy law office.
ACCREDITATION AND AFFILIATION INFORMATION

National Paralegal College, parent school of NJU, is accredited by the Accrediting Commission of the Distance Education and Training Council, which is listed by the United States Department of Education as a nationally recognized accrediting agency, (202) 234-5100.

National Juris University is licensed by the Arizona Board for Private Postsecondary Education, (602) 542-5709.
Congratulations on your decision to pursue your master’s degree, an important step towards expanding your career choices, job satisfaction and salary potential. At NJU, we are committed to making your transition to graduate school as easy as possible. There are just a few basic steps to prepare yourself for success at NJU.

Aside from your undergraduate education, no other formal training is required to get started on your master’s degree at NJU. This is a rigorous program, so students should be able to read at a graduate school level and be ready to commit a significant amount of time and work to their graduate studies.

However, NJU wants to ensure that all students have an equal opportunity for success regardless of their level of previous legal education or employment. Therefore, we offer a complimentary introductory course about the law and the United States legal system. Ideally, this course should be completed before beginning your master’s degree program, but it can also be taken concurrently with your initial courses. The introductory course is self-paced and contains online study materials and an optional examination that can help you gauge your understanding of the material. Completion of the introductory course is not required for graduation and no credits are awarded for completion.

NJU students must have regular access to a computer, tablet, or smartphone. While almost all NJU systems should be accessible on most smart phones and tablets, a personal computer may be necessary for certain tasks, including providing an initial voice print for use with Voice Proctor, NJU’s exam proctoring system. In addition, only Flash enabled devices (which excludes most iPhones and iPods) can play back the video for recorded classes. Students must have consistent access to the Internet and may be prompted to download certain software to access the NJU classroom. There is no other software you will need to download to access NJU materials. Students who have technical questions or issues are welcome to contact our tech support office at 800-371-6105 x 2 or support@nationalparalegal.edu.

It is highly recommended that students have access to a printer and scanner, as certain documents may need to be printed, filled out by hand and scanned in to be submitted. Students are expected to be familiar with basic computer skills such as scanning documents and using basic software applications such as Microsoft Word and Excel or their equivalents.
The NJU Master of Science in Legal Studies degree program is designed for people who are considering a career transition to the legal profession and to help people who are already working in the legal field to advance their careers with additional training and credentials.

An NJU master’s degree is an affordable and superior alternative to a post-bachelor’s paralegal certificate. While the program is more intense than most post-bachelor’s paralegal certificate programs, the Master of Science in Legal Studies program also provides a more solid academic and practical foundation for aspiring or practicing legal professionals. Our courses are academically challenging, but also incorporate practical elements that will assist you in the workplace.

The Master of Science in Legal Studies degree is recommended for anyone with a bachelor’s degree who wishes to work in the legal field or teach law-based undergraduate courses. An NJU Master of Science in Legal Studies degree can be completed in less than half the time and for a small fraction of the cost of a Juris Doctor degree at most law schools while providing you with an edge in the job market over candidates possessing only a bachelor’s degree or paralegal certificate.

With the number of people earning bachelor’s degrees on the rise, our master’s program graduates will earn a credential that can help them stand out to hiring professionals.
MASTER OF SCIENCE IN LEGAL STUDIES PROGRAM

PROGRAM OBJECTIVES

The objective of the MSLS program is to provide the student with a rigorous academic foundation in legal studies and exposure to various topics in legal practice. Upon completion of the program, students should be able to produce and communicate on par with other legal professionals while working in law firms, corporate legal departments, government agencies, non-profit organizations, etc.

The objectives are attained by:
- teaching legal courses designed to cover areas of law the student is likely to encounter as a legal professional;
- requiring students to apply case-analysis and black letter law as they would in practice;
- offering a curriculum where refining legal research skills and their application to real world scenarios are key components;
- utilizing live Internet-based lecture formats to effectively convey abstract legal concepts to students; and
- employing highly qualified attorney instructors who are expert in their respective areas of practice.

Each course is 12 weeks in duration and generally includes:
- approximately 24 live online lectures lasting approximately 90 minutes each (the last 15 minutes being question and answer time);
- online examinations which can be taken at the student’s convenience any time up to 30 days after the ending of the twelve-week course; and
- written assignments that require legal research, writing and/or the creation of documents.

To earn a Master’s degree, the student must graduate with an average grade of C (2.0) or higher.

Six courses are offered during each twelve-week period. The student may take up to three of these courses during any such twelve-week session.

Students can complete the Master of Science in Legal Studies Program in as little as approximately one year.

COMPLETION REQUIREMENTS

8 Core Legal courses (3 credits each) for a total of 24 credits:
- LGL-501 Legal Research & Writing
- LGL-502 Constitutional Law
- LGL-503 Legal Ethics
- LGL-504 Contracts
- LGL-505 Torts
- LGL-506 Real Property Law
- LGL-507 Civil Procedure
- LGL-508 Wills, Trusts & Estates

Choose 4 other from 17 Specialty Legal and Tax courses (3 credits each) for a total of 12 credits:
- LGL-553 Business Organizations
- LGL-554 Employment Law
- LGL-551 White Collar Crime
- LGL-552 Administrative Law
- LGL-509 Creditors’ Rights, Debtors’ Protections and Bankruptcy
- LGL-555 Information Privacy Law
- LGL-556 Financial Banking Regulation
- LGL-557 Securities Regulation
- LGL-558 Employee Benefits Law
- TAX-501 Federal Income Tax
- TAX-502 Corporate Taxation
- TAX-503 State and Local Taxation
- TAX-504 Partnerships Taxation
- TAX-505 Tax Research and Policy
- TAX-506 Tax Practice and Procedure
- FIN-501 Financial Accounting
- TAX-507 Federal Transfer Tax
The NJU Master of Science in Taxation program is designed for people who wish to work in a setting where they can apply their knowledge of tax law and procedure. NJU graduates will be qualified to work as tax preparers or in advisory roles for organizations that prepare tax returns. They will also be prepared to take examinations to become IRS enrolled agents and/or registered tax return preparers.

The NJU Master of Science in Taxation program is also recommended for paralegals, attorneys and accountants who wish to gain specialized knowledge of tax law, rules and procedures. The skills taught in this program will assist the professional with many types of tax law issues that are likely to arise in a corporate or legal setting. The program focuses not only on tax law, but also on tax procedure and on dealing with federal and state authorities in matters of taxation.
PROGRAM OBJECTIVES

The Master of Science in Taxation (MST) degree is designed to prepare our students for practice as tax professionals working in public accounting, private industry or a government agency. The MST degree program provides an in-depth study of various taxable entities, including an illustration of the application of relevant tax laws, regulations, rulings and court decisions as they impact the tax effect of various structures and transactions.

The objectives are attained by:

- teaching tax courses designed to cover areas of taxation the student is likely to encounter as a tax professional;
- requiring students to apply tax law, regulation and analysis as they would in practice;
- offering a curriculum where refining tax research skills and their application to real world scenarios are key components;
- utilizing live Internet-based lecture formats to effectively convey abstract legal concepts to students; and
- employing highly qualified instructors who are expert in their respective areas of practice and who possess excellent communication skills.

Each course is 12 weeks in duration and generally includes:

- approximately 24 live online lectures lasting approximately 90 minutes each (the last 15 minutes being question and answer time);
- online examinations which can be taken at the student’s convenience any time up to 30 days after the ending of the eight-week course;
- written assignments that require research, writing and preparation of tax-related documents and forms.

To earn a Master’s degree, the student must graduate with an average grade of C (2.0) or higher.

Six courses are offered during each twelve-week period. The student may take up to three of these courses during any such twelve-week session.

Students can complete the Master of Science in Taxation Program in at little as approximately 13 months.

COMPLETION REQUIREMENTS

8 Core Legal courses (3 credits each) for a total of 24 credits:

TAX-501 Federal Income Tax
TAX-502 Corporate Taxation
TAX-503 State and Local Taxation
TAX-504 Partnerships Taxation
TAX-505 Tax Research and Policy
TAX-506 Tax Practice and Procedure
FIN-501 Financial Accounting
TAX-507 Federal Transfer Tax

Choose 4 others from 17 Specialty Legal courses (3 credits each) for a total of 12 credits:

LGL-501 Legal Research & Writing
LGL-503 Legal Ethics
LGL-504 Contracts
LGL-553 Business Organizations
LGL-554 Employment Law
LGL-506 Real Property Law
LGL-551 White Collar Crime
LGL-508 Wills, Trusts & Estates
LGL-511 Administrative Law
LGL-513 Creditors’ Rights, Debtors’ Protections and Bankruptcy
LGL-555 Information Privacy Law
LGL-556 Financial Banking Regulation
LGL-557 Securities Regulation
LGL-558 Employee Benefits Law
MASTER OF SCIENCE IN COMPLIANCE LAW

The NJU Master of Science in Compliance Law degree program is designed for people who need the skills necessary to effectively comply with complex federal and/or state regulations. The degree program focuses on the most common areas of government regulation that are relevant to businesses and provides the knowledge and skills to promote compliance in businesses, non-government organizations and governmental agencies.

NJU offers a choice of two specialties within the Master of Science in Compliance Law degree program:

**Employment Law**
The Employment Law track focuses on human resources compliance including regulations affecting hiring, firing, employee benefits and more.

**Corporate Regulation**
The Corporate Regulation track focuses on compliance with securities and banking rules.

After successful completion of either track, NJU graduates will be prepared for careers in the field of regulatory compliance, such as:

- Corporate compliance officer
- Manager of regulatory compliance
- Banking compliance officer
- Director of Compliance for human resources
- Human resources manager

The Master of Science in Compliance Law degree will also assist business owners and managers by providing familiarity with government regulations relevant to issues that impact the daily functioning of every business. The program covers such additional topics as privacy, contracts and white-collar criminal law. A master’s degree in compliance law can give you an edge in a competitive job market by providing a legal education without the need to invest the time and expense for a law degree.
PROGRAM OBJECTIVES

The objective of the MSCL program is to provide the student with a rigorous academic introduction to the law that relates to practice in compliance with government and regulatory authority. Upon completion of the program, students should be able to produce on par with licensed legal professionals while practicing in corporate compliance departments, law firms, government agencies and non-profit organizations.

The objectives are attained by:

- teaching legal courses designed to cover areas of law the student is likely to encounter as a legal professional;
- requiring students to apply case-analysis and black letter law as they would in practice;
- offering a curriculum where refining legal research skills and their application to real world scenarios are key components;
- utilizing live Internet-based lecture formats to effectively convey abstract legal concepts to students; and
- employing highly qualified attorney instructors who are expert in their respective areas of practice.

Track 1: Corporate Regulation

COMPLETION REQUIREMENTS

5 Core Legal courses for a total of 15 credits:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>LGL-501</td>
<td>Legal Research &amp; Writing</td>
</tr>
<tr>
<td>LGL-504</td>
<td>Contracts</td>
</tr>
<tr>
<td>LGL-551</td>
<td>White Collar Crime</td>
</tr>
<tr>
<td>LGL-555</td>
<td>Information Privacy Law</td>
</tr>
<tr>
<td>FIN-501</td>
<td>Financial Accounting</td>
</tr>
</tbody>
</table>

3 Core Specialty Financial Compliance courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>LGL-552</td>
<td>Administrative Law</td>
</tr>
<tr>
<td>LGL-556</td>
<td>Financial Banking Regulation</td>
</tr>
<tr>
<td>LGL-557</td>
<td>Securities Regulation</td>
</tr>
</tbody>
</table>

Choose 4 others from 17 Specialty Legal and Tax courses for a total of 12 credits:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LGL-502</td>
<td>Constitutional Law</td>
</tr>
<tr>
<td>LGL-503</td>
<td>Legal Ethics</td>
</tr>
<tr>
<td>LGL-505</td>
<td>Torts</td>
</tr>
<tr>
<td>LGL-553</td>
<td>Business Organizations</td>
</tr>
<tr>
<td>LGL-554</td>
<td>Employment Law</td>
</tr>
<tr>
<td>LGL-506</td>
<td>Real Property Law</td>
</tr>
<tr>
<td>LGL-507</td>
<td>Civil Procedure</td>
</tr>
<tr>
<td>LGL-508</td>
<td>Wills, Trusts &amp; Estates</td>
</tr>
<tr>
<td>LGL-509</td>
<td>Creditors' Rights, Debtors' Protections and Bankruptcy</td>
</tr>
<tr>
<td>LGL-558</td>
<td>Employee Benefits Law</td>
</tr>
<tr>
<td>Tax-501</td>
<td>Federal Income Tax</td>
</tr>
<tr>
<td>Tax-502</td>
<td>Corporate Taxation</td>
</tr>
<tr>
<td>Tax-503</td>
<td>State and Local Taxation</td>
</tr>
<tr>
<td>Tax-504</td>
<td>Partnerships Taxation</td>
</tr>
<tr>
<td>Tax-505</td>
<td>Tax Research and Policy</td>
</tr>
<tr>
<td>Tax-506</td>
<td>Tax Practice and Procedure</td>
</tr>
<tr>
<td>Tax-507</td>
<td>Federal Transfer Tax</td>
</tr>
</tbody>
</table>

(800) 371-6105  http://juris.nationalparalegal.edu
Each course is 12 weeks in duration and generally includes:

- live online lectures lasting 90 minutes each.
- online examinations which can be taken at the student’s convenience any time up to 30 days after the ending of the eight-week course.
- writing assignments that require writing, research and/or the creation of documents.

To earn a Master’s degree, the student must graduate with an average grade of C (2.0) or higher.

Six courses are offered during each twelve-week period. The student may take up to three of these courses during any such twelve-week session.

Students can expect to complete the Master of Science in Compliance Law Program within approximately one year.

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**Track 2: Employment Law**

**COMPLETION REQUIREMENTS**

**5 Core Legal courses for a total of 15 credits:**

- LGL-501 Legal Research & Writing
- LGL-504 Contracts
- LGL-551 White Collar Crime
- LGL-555 Information Privacy Law
- FIN-501 Financial Accounting

**3 Core Human Resources Compliance courses:**

- LGL-553 Business Organizations
- LGL-554 Employment Law
- LGL-558 Employee Benefits Law

**Choose 4 others from 17 Specialty Legal and Tax courses for a total of 12 credits:**

- LGL-502 Constitutional Law
- LGL-503 Legal Ethics
- LGL-505 Torts
- LGL-506 Real Property Law
- LGL-507 Civil Procedure
- LGL-552 Administrative Law
- LGL-508 Wills, Trusts & Estates
- LGL-509 Creditors’ Rights, Debtors’ Protections and Bankruptcy
- LGL-556 Financial Banking Regulation
- LGL-557 Securities Regulation
- TAX-501 Federal Income Tax
- TAX-502 Corporate Taxation
- TAX-503 State and Local Taxation
- TAX-504 Partnerships Taxation
- TAX-505 Tax Research and Policy
- TAX-506 Tax Practice and Procedure
- TAX-507 Federal Transfer Tax
NJU will accept up to 6 courses (18 credit hours) as transfer credit as long as the courses were completed as part of a graduate degree program at an institution accredited by an accrediting agency recognized by the United States Department of Education or a foreign equivalent. Additionally, the student must have achieved a grade of C or better before a transfer course can be accepted. A transferred course may replace a core course if the transferring course is substantially similar to the corresponding NJU course. A transferred course may replace an elective course if the course is substantially relevant to the student’s degree program. Determinations of substantial similarity and relevancy are at the discretion of NJU.
COURSE INDEX

Legal and Compliance Law

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LGL-502 Constitutional Law 19
LGL-503 Legal Ethics 20
LGL-504 Contracts 21
LGL-505 Torts 22
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LGL-507 Civil Procedure 26
LGL-508 Wills, Trusts and Estates 29
LGL-509 Creditors’ Rights, Debtors’ Protections and Bankruptcy 30
LGL-551 White Collar Crimes 27
LGL-552 Administrative Law 28
LGL-553 Business Organizations 23
LGL-554 Employment Law 24
LGL-555 Information Privacy Law 31
LGL-556 Financial Banking Regulation 32
LGL-557 Securities Regulation 33
LGL-558 Employee Benefits Law 34

Taxation and Finance Courses

TAX-501 Federal Income Tax 35
TAX-502 Corporate Taxation 36
TAX-503 State and Local Taxation 37
TAX-504 Partnerships Taxation 38
TAX-505 Tax Research and Policy 39
TAX-506 Tax Practice and Procedure 40
TAX-507 Federal Transfer Tax 41
FIN-501 Financial Accounting 42
COURSE DESCRIPTION

This course covers the skills of legal research, including the identification of both primary and secondary sources of law. We will look at the various primary sources of law including case law, statutory law, and laws promulgated by administrative agencies. We will also discuss the United States Court system to the extent necessary to determine which cases are binding in which jurisdictions. We will also look at secondary sources of law including American Law Reports, treatises, law reviews, and legal periodicals. This course will also focus on legal writing, including discussions of how to properly cite various sources of law and how to properly draft memoranda, briefs, and motions in various courts and other legal proceedings.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:
- Appropriately cite cases, statutes, and other primary and secondary sources of law;
- Determine which sources of law are binding in which courts in which jurisdictions;
- Conduct legal research, both in the law library and online;
- Access applicable statutes in cases to do a variety of online and printed sources;
- Access secondary sources of law such as treatises and law journals;
- Determine which secondary sources of law, such as restatements and uniform rules, are most appropriate in various substantive areas of law;
- Research procedural rules such as the Federal Rules of Civil Procedure and the Federal Rules of Evidence along with various applicable state procedural rules;
- Analyze federal and state case law and determine which parts of the cases constitute dicta and which parts constitute binding case law;
- Properly brief a case;
- Craft well-researched and well-organized legal writing; including outlining, formulating a thesis, presenting appropriate law, drawing comparisons to the facts at issue and drawing an applicable conclusion;
- Organize a legal brief or memorandum of law to be written to a court;
- Draft internal research memoranda;
- Draft letters to clients and opposing counsel; and
- Avoid plagiarism and other intellectual property violations in legal writing.
LGL-502
CONSTITUTIONAL LAW
3 Credits

COURSE DESCRIPTION

This course features a study of a variety of important issues that are based on provisions of the United States Constitution. The course will focus on the dual concepts of federalism and separation of powers that are codified in Articles 1-3 of the Constitution and in the 10th Amendment. We will examine the powers and role of the federal lawmaker authority under the commerce clause and other constitutional provisions. We will also examine the roles of the federal judiciary and executive branches. We will also focus on civil rights issues inherent in the Bill of Rights and in the reconstruction amendments, especially the due process and equal protection clauses. Finally, we will examine certain other important constitutional issues such as eminent domain and the supremacy and full faith and credit clauses.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Identify the three branches of the United States government and their respective roles;
- Describe the checks and balances that have been established by the Constitution of the United States to ensure that no one branch becomes too powerful;
- Identify the role and authority of the judicial branch of the United States government;
- Apply the Constitutional limits placed on the judicial authority of the United States government;
- Identify the legislative authorities of the government of the United States under the commerce clause and other relevant constitutional grants of authority;
- Describe the limits placed on states' authority that are based on federal power and the interest in nationwide uniformity;
- Identify the authorities vested in the President and executive branch of the United States, both in the areas of domestic and foreign policy;
- Determine whether a specific authority falls within the bailiwick of the legislative or executive branches of the United States government;
- Identify the different tests established by the U.S. Supreme Court in analyzing equal protection and due process violations;
- Apply equal protection and due process analysis to various situations;
- Describe the power of eminent domain and the restrictions placed on it by the U.S. Constitution.
- Identify the various freedoms guaranteed by the First Amendment; and
- Apply the various tests and rules established by the Supreme Court to scenarios involving restrictions on freedoms guaranteed by the First Amendment.
COURSE DESCRIPTION

The Preamble to the Model Rules of Professional Conduct sees the lawyer as having three societal roles: 1) representative of clients; 2) officer of the legal system; and 3) public citizen.

The difficult problems of professional responsibility and legal ethics arise not from attorneys misunderstanding right from wrong, but from the overlap and resulting conflict from the simultaneous adherence to these three functions. This course deals not only with the rules and regulations surrounding the right to practice law, but also with the duties and responsibilities associated with legal practice. These duties include the lawyer’s duty to protect confidential information of the client; to demonstrate unimpaired loyalty to the client by recognizing and avoiding conflicts of interest; and also honoring obligations to third persons and the legal system. We will examine the special obligations of the attorney in the area of litigation and the ethical issues presented by engaging in the business of legal practice. Also presented will be the enforcement of lawyers’ professional obligations (discipline) and the special responsibilities of judges.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

▪ Identify the sources of regulation of the practice of law;
▪ Explain state court’s regulation of the admission to practice law;
▪ Recognize the procedures and limitations on practicing law in courts, states, and countries where the attorney is not licensed;
▪ Identify and take steps as necessary to prevent the unauthorized practice of law;
▪ Develop documents formalizing the relationship between the lawyer and the client;
▪ Delineate the limits of authority for both the client and the attorney;
▪ Identify the formal duties that legal professionals owe their clients;
▪ Describe and enforce the obligations that clients owe their attorneys;
▪ Effectively terminate the attorney-client relationship when appropriate;
▪ Recognize the scope and limitations of attorney-client privilege and the legal professional's professional duty of confidentiality;
▪ Identify situations that might present a conflict of interest for the attorney;
▪ Recognize the duties of honesty when communicating with third parties and candor when dealing with the court;
▪ Examine special situations in litigation and determine the limits on assertion of claims (avoiding frivolous claims);
▪ Recognize special limitations regarding trial publicity, monetary dealings with clients, and contact with court officials and jurors;
▪ Identify the special duties of prosecutors and other government legal professionals;
▪ Develop an understanding of the special responsibilities associated with the business aspect of legal practice;
▪ Describe the disciplinary aspect of regulation of the legal profession; and
▪ Identify the special responsibilities of judges.
COURSE DESCRIPTION

Contract Law is one of the most fundamental and essential elements of a legal education. Contracts are important because, at a very real and basic level, contracts are what allow modern society to function. Contracts are at the root of business law, family law, property law and so many others. Contracts are so ubiquitous in the world that we can sometimes take them for granted. Contracts are the means by which society makes promises enforceable. Without contracts, we would be reduced to a barter culture, with all transactions having to take place simultaneously and in real time.

In this course we will explore the nature and elements of contracts. We will discuss both what the law requires, and the rationale behind such requirements. Through the study of both text and cases, the student is expected to come away both with an understanding of how the law works and why it works that way. We will deal with both the theory of contracts, and in the practical use of contracts, as we review actual contract language, and how the use of slightly different terms can lead to significantly different results.

Topics to be covered include the formation of a contract as well as its termination, including offer and acceptance, consideration, informal contracts without consideration, detrimental reliance, promissory estoppel, capacity of parties, misconduct or mistake, conditions, performance and breach, damages, remedies for breach, third party beneficiaries, assignment and delegation, the statute of frauds, joint and several contracts, discharge of contracts and illegal bargains. Students are expected to develop an in depth and sophisticated understanding of each area.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:
- Read, understand and digest a judicial opinion, including identifying and explaining: the parties, procedural history and posture of the case, factual background of the case, legal issues the case presents, relief sought, arguments, outcome, and how the case can be compared to and distinguished from other cases;
- After reading a statutory provision, the ability to explain the subject of the provision and the rule(s) set forth in the provision;
- Explain basic Contract Law concepts, principles, and doctrines, as well as the relationships among those concepts, principles, and doctrines;
- Identify issues of contract law inherent in a circumstance;
- Apply contract principles and doctrines to such issues, utilizing the facts of the situation, to develop well-reasoned, legally and factually supportable arguments on either or both sides of the issue;
- Assess and analyze the respective strengths and weaknesses of each party’s arguments and overall legal positions;
- Explain how and why the law has developed, changed, and is applied, including societal needs and influences that affect such development; and
- Evaluate legal institutions, doctrines, and principles critically and from multiple perspectives.
COURSE DESCRIPTION

Torts can range from the simple to the extremely complex. The purpose of this course is to provide students with a sound, fundamental understanding of the torts most commonly litigated in our domestic courts. The course will range from a general introduction to intentional torts to negligence. The course will not only deal with asserting a cause of action in tort, but will also address defenses to a tort case.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Identify what an intentional tort is and recite the elements involved in each specific intentional tort;
- Distinguish between intentional torts/interference with a person and intentional torts/interference with a person’s land and property;
- Identify when a defense is available to an individual being sued for an intentional tort and rebut the defense as if in the shoes of the Plaintiff;
- Describe in detail and understand each element required for a prima facie case of negligence;
- Distinguish between a cause in fact and a proximate/legal cause in negligence actions;
- Discuss the different remedies available to an individual who prevails on a negligence claim;
- Recognize and identify what circumstances will allow for a bypass of proving some of the specific elements of negligence, such as Negligence Per Se and Res Ipsa Loquitur;
- Define the different duties owed by a landowner, while also describing the status of an individual on the land and explain how the status was determined;
- Identify what obligations a landlord/lessor owes to tenants and other individuals;
- Distinguish and identify situations regarding children and how being a child affects the analysis of the cause of action;
- Discuss how professionals can be held negligent and the standards imposed on certain professionals; specify the standard owed by lawyers to their clients/the legal field;
- Outline and define the elements of a wrongful death lawsuit and/or wrongful birth lawsuit;
- Identify when lawsuits are forbidden and when lawsuits are allowed between family members or in regard to family members;
- Analyze situations to determine what one’s duty is and identify when no duty at all is imposed;
- Discuss and identify the circumstances and reasoning behind strict liability;
- Describe all causes of action regarding products liability and define the different avenues for suing in products liability;
- Discuss alternative theories of recovery other than tort;
- Define defamation and explain the distinctions between liability for different actors involved;
- Outline the elements necessary for invasion of privacy and analyze a situation to determine whether a plaintiff will likely prevail or fail on such a claim;
- Discuss in general malicious prosecution;
- Identify the causes of actions available for interference with family members;
- Define and understand how one proves an interference with a business contract;
- Discuss the cause of action for wrongful termination, including when a plaintiff will fail on such a claim.
LGL-553
BUSINESS ORGANIZATIONS  3 Credits

COURSE DESCRIPTION

This course deals with business organizations; in particular, sole proprietorships, partnerships, and corporations. Under the law, business organizations are frequently viewed as individuals. As a matter of practice, however, such organizations can only function through the people that have authority to act on their behalf. Accordingly, we will also study the law of agency as it relates to these various organizations.

We will examine important aspects of business formation, liability, tax consequences, and dissolution. We will look at the various model laws that govern partnerships (Uniform Partnership Act and Revised Uniform Partnership Act) and corporations (Revised Model Business Corporation Act). We will look at how businesses are formed, what happens when a business is improperly formed, how businesses are regulated, how they distribute profits, the difference between owners and managers, and what a business should do to properly cease operations.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Define the agency relationship, including how it is formed and how it is terminated;
- Explain the duties agents and principals owe to one another;
- Discuss the liability of agents and principals for actions taken both within and outside of the scope of authority;
- Explain the advantages and disadvantages of each business form;
- Explain what must be done to properly organize a given business association;
- Explain how a partnership is formed, including the importance of a properly executed partnership agreement;
- Define a partner’s partnership interest, partnership capital, and partnership property;
- Identify the duties partners owe to each other;
- Explain how partners are compensated;
- Explain the effect of the partnership agreement, especially as to the presumptions that arise under the Revised Uniform Partnership Act;
- Describe the process of partner’s dissociation, partnership dissolution and the winding up of partnership business;
- Explain how a limited liability company (LLC) is formed, its members’ rights and liabilities, member dissociation and LLC dissolution;
- Identify and describe the steps in incorporation, and the potential liability for defective incorporation;
- Discuss corporate liability, including how a corporation’s limited liability may be avoided to hold shareholders liable;
- Explain how corporations are financed and managed; and
- Describe the Business Judgment Rule.
COURSE DESCRIPTION

This course comprehensively and critically explores the types of employment relationships found in the workplace. The employer’s obligations as well as the employee’s responsibility to her employer are reviewed within the context of various agreements, processes of selection and evaluation of individuals, their rights as well as the employer’s right to terminate their employment.

In Employment Law, we will investigate the various types of discrimination that can occur: race, sexual harassment and pregnancy, sexual orientation, religious and national origin as well as age and disability discrimination and veterans’ employment rights. Occupational Safety and Health (OSHA) and Wage and Hour standards are reviewed as well as worker’s compensation and regulated individual employee benefits. The topics of unions and collective bargaining are also studied.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Apply legal concepts and policy considerations embedded in the employment relationship, (i.e., contractual and at-will) to demonstrate an understanding of the employer/employee’s duty, (including covenants not to compete), independent contractor status, as well as legal challenges to recruiting, selection (e.g., negligent hiring, Bona Fide Occupational Qualification-BFOQ), and promotion criteria;
- Contrast privacy rights of the employee with the employer’s right to ensure security as well as the doctrine of Whistle-Blowing (e.g., Sarbanes-Oxley Act);
- Evaluate employment handbook provisions, and by brief, argue the challenges involved in termination (including public policy exceptions): interference with business relations; retaliatory discharge, constructive and wrongful;
- Demonstrate close statutory and regulatory familiarity as well as related policy considerations through the various administrative venues for investigating, challenging and avoiding discrimination claims: race, sex, harassment, pregnancy, orientation, religious national original, age, disability, immigration and veterans’ status;
- Recognize and enable the employer to avoid incidents involving wage and hour law violations (Fair Labor Standards Act);
- Identify policy issues, federal standards, possible defenses, and the potential for employee injuries surrounding OSHA issues in the workplace and suggest measures for prevention of workplace injuries;
- Demonstrate a level of statutory and regulatory expertise including knowledge of eligibility, injury notice requirements in Worker’s Compensation and entitlement criteria for Unemployment Compensation matters by simulating an employer advocate role as part of a hearing;
- Critically review sample employee handbook provisions addressing employee benefits plans, Employee Retirement Income Security Act (ERISA) requirements and applicable personnel including the Family Medical Leave Act; and
- Understand the ethical considerations of the employment relationship versus employees’ right to organize and to participate in unions. The student will be able to draft collective bargaining agreement language provisions for management and labor and contrast the impact of the two upon working conditions.
COURSE DESCRIPTION

This course is a combination of theoretical and practical skills-based course. The course will survey the most important legal concepts relevant to real property law, including the estate system, concurrent ownership, landlord-tenant law, easements, mortgages, eminent domain, natural resources law principles and real estate transactions. However, the course will also focus on important practical aspects of real property law by examining real estate contracts and closing documents such as mortgage notes, HUD forms, a variety of deeds and real property lease agreements. The course will examine not only the concepts behind real property law but also how those concepts are applied in a real-world setting.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Determine the “estate” ownership or interest that a person or entity has in real property by reading the conveyance language.
- Distinguish between various estates in real property, both in terms of creation and the practical ramifications of ownership;
- Identify the different types of concurrent ownership and distinguish between them;
- Determine when landlords have violated their responsibilities to tenants and identify remedies available to tenants;
- Determine the extent to which landlords are liable for torts suffered by tenants or others in land owned by the landlord;
- Review real estate contracts to identify points that are overly favorable to either party and to the extent necessary to assist clients;
- Review and interpret closing settlements and HUD forms;
- Assist in the preparation of real estate contracts and deeds of a variety of types;
- Identify when various types of easements are created, determine their scope and determine when they may be extinguished;
- Identify the manner in which a mortgage interest can be secured, recorded, and protected and when it can be extinguished;
- Determine which mortgagee has priority when multiple mortgages are attached to an individual parcel of real estate;
- Assist in the preparation for real estate sale closing; and/or mortgage loan closing.
LGL-507
CIVIL PROCEDURE 3 Credits

COURSE DESCRIPTION
This course deals with the rules of engagement for civil litigation, primarily from the perspective of the federal court system. First, we will examine the circumstances under which the federal courts can assume jurisdiction (in other words, the power and control) to hear a matter. Then, we will analyze the steps involved in resolving the dispute, beginning with pleadings, moving on to discovery, trial preparation, trial, post-judgment relief and appeal. We will look at specialized proceedings such as class actions and shareholder derivative lawsuits.

COURSE OBJECTIVES
At the completion of this course, the student will be able to:
- Determine whether the court has authority to render judgment in a matter, consistent with constitutional requirements of due process;
- Assess whether the court has jurisdiction over the parties;
- Evaluate whether the court has jurisdiction over the subject matter of the dispute;
- Judge whether the action has been filed in the proper venue; and, if so assess whether there are suitable grounds to transfer the case to another court;
- Determine whether state or federal law should be applied;
- Assess whether there is a conflict between state and federal law and determine how such conflict should be resolved;
- Evaluate whether the pleadings conform to procedural requirements, such as:
  - Does the complaint contain a valid substantive legal claim?
  - Does the complaint state the elements of a prima facie legal case?
  - Is the complaint sufficiently specific so as to give fair notice to all parties?
  - Does the answer properly admit or deny the complaint’s allegations?
  - Does the answer properly raise any asserted defenses?
- Determine whether multiple parties and/or claims are properly joined;
- Assess whether additional claims should be raised through counterclaim or cross-claim;
- Judge whether class action is appropriate;
- Evaluate any controversies or issues raised during the pre-trial discovery process;
- Advise as to whether events during the trial necessitate post-trial actions for relief such as motions and/or appeals;
- Determine whether issues decided at trial bar re-litigation of the matter in later actions.
**COURSE DESCRIPTION**

This course focuses on white collar criminal litigation concentrated in federal law. We learn how white collar crime is different from other crimes, and the specific conduct that is criminal under the law. The course provides an examination of who perpetrates these crimes, through an examination of regulatory schemes that feature: Wire Fraud, Money Laundering, RICO, Obstruction of Justice, Tax and Environment Crimes. The course materials look at the victims and consider the costs of white collar crime and how it is prosecuted, deterred, and punished in the United States criminal justice system. Many forms of white collar crime will be explored and analyzed through case studies. Relevant legal issues and corporate liability will be studied. The course readings will provide students with many opportunities to review the problems that law enforcement officials face regarding white collar criminality.

**COURSE OBJECTIVES**

At the completion of this course, the student will be able to:

- Analyze the theoretical framework for white collar crime both in the individual and corporate formats;
- Develop an understanding of the types of behaviors that encompass white collar crime through the analysis of case studies;
- Recognize the complexity and cost of white collar crime;
- Describe white collar crime as a concept and differentiate it from other forms of crime and criminal conduct;
- Discuss the relevant criminal statutes that have become part of white collar crime;
- Describe issues related to investigating white collar crime from the law enforcement perspective;
- Describe the method for defending, punishing, and prosecuting white collar crime;
- Recognize the specific ways to deter white collar crime;
- Analyze criminal and civil statutes, regulations, and cases from legal casebook materials;
- Analyze the law and social control inherent in white collar crime;
- Articulate informed views regarding the debates in this field;
- Recognize theories of criminology that apply to white collar crime; and
- Recognize the need for further research, discourse, and policy.
LGL-552
ADMINISTRATIVE LAW
3 Credits

COURSE DESCRIPTION
This course will focus on the interplay between administrative agencies and the executive, judicial and legislative branches of government. A significant amount of time will be spent discussing the key constitutional provisions which allow for the transfer of power from the legislative branch to administrative agencies, as well as the checks and balances required to sustain our way of government. In addition, the course will focus on the significance of the Administrative Procedures Act and what requirements it imposes on all federal agency action. Key concepts to consider are: the Delegation Doctrine, Separation of Powers, the Intelligible Principle Test, Rulemaking, Adjudication, Due Process, Judicial Review, the Seventh Amendment, *Chevron* “Two-Step” and Citizens’ Access to Governmentally Held Information.

COURSE OBJECTIVES
At the completion of this course, the student will be able to:
- Outline specific requirements that must be met for a constitutional delegation of power from Congress to an administrative agency;
- Identify the key elements of the Intelligible Principle Test;
- Describe the three branches of government and how the Constitution requires a system of checks and balances between the them and administrative agencies;
- Recite the history behind the passage of the Administrative Procedures Act;
- Recognize the requirements imposed on administrative agencies by the Administrative Procedures Act;
- Describe the fundamental components of the rulemaking process;
- Describe the fundamental components of the adjudication process;
- Reconcile administrative law with the Seventh Amendment’s right to a jury trial;
- Explain the concept of judicial review and its significance in administrative law;
- Apply the general rule outlined in Chevron that courts must follow when they review a federal agency’s construction of a federal statute; and
- Outline the key provisions of the Freedom of Information Act and the Privacy Act.
LGL-508
Wills, Trusts & Estates 3 Credits

COURSE DESCRIPTION

This course deals with succession and estate planning. We will examine important elder law and estate planning rules and concepts and discuss how clients can most efficiently plan the disposition of their assets after their deaths. We will look at the various estate planning devices, such as Wills, trusts and beneficiary designations. We will discuss the probate process by which estate administrators gain authority to and actually do carry out the directions of the deceased. The second half of the course will focus on the key aspects of drafting trusts for clients. We will examine the major considerations that must be dealt with in preparing trusts, including estate planning, estate tax planning, Medicaid eligibility planning, etc. We will also look at many different types of trusts, including revocable trusts, irrevocable trusts, life insurance trusts, etc. Many important trust provisions will be reviewed and placed into context to allow the student to effectively prepare trust documents for a wide variety of clients.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Arrange for the proper drafting and execution ceremony of a will;
- Determine the intestacy beneficiaries of an individual's estate and the special protections afforded to spouses;
- Determine whether and when extrinsic evidence can be used in interpreting a will;
- Define the various types of testamentary gifts and determine the extent to which they take precedence over one another;
- Differentiate between types of powers of appointments and the legal distinctions between them;
- Direct the filing of a probate petition in the appropriate court;
- Assist in the administration of estate assets;
- Prepare various documents to help clients plan for incapacity, including a living will and power of attorney;
- Define the roles of the various parties to a trust and describe the formalities necessary to execute a trust instrument;
- Distinguish between various types of trusts, including irrevocable trusts, revocable trusts, testamentary trusts, etc;
- Determine whether a trust can hold "S corporation" shares and determine what provisions are necessary to allow a trust to hold "S corporation" shares;
- Distinguish between various types of trust distribution provisions and identify the benefits and pitfalls associated with various types of trust distribution provisions;
- Identify gift tax issues that may come up in the course of the preparation of a trust and use "Crummey" provisions to minimize gift tax consequences on gifts to a trust;
- Determine, based on the provisions of a trust, whether a gift to such trust will be considered a taxable completed gift;
- Determine whether assets held in the trust will be considered part of the grantor's taxable estate;
- Ensure that assets held in trust will be included in the taxable estate of the grantor or ensure that they will be excluded from the taxable estate of the grantor, as the client's situation may dictate;
- Describe the advantages and disadvantages of creating a "grantor" trust vs. a "non-grantor" trust;
- Draft trust provisions to ensure that trust assets are not considered "available resources" for Medicaid planning purposes;
- Describe the advantages and disadvantages of the foreign / domestic assets protection trusts vs a vis spendthrift trusts; and
- Identify the purposes and benefits of a supplemental needs trust and the provisions necessary to allow a trust to qualify as a supplemental needs trust.
COURSE DESCRIPTION

This course is about debtors and creditors. It is about the laws governing debtor and creditor behavior. It deals with when obligations must be paid, how unpaid obligations can be collected, and how bankruptcy law can change legal obligations. Not surprisingly, it is a course heavily laced with rules, regulations, common law doctrines, state codes, federal statutes, and enough “law” to challenge the most diligent students, attorneys and paralegals alike.

The course is designed to augment these rather dry rules and regulations with enough real-world examples and problems to help the student understand not only “how” the process works, but “why” it works the way it does.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Identify how debt collection works outside the court system;
- Develop a basic understanding of how debt collection is performed in the state court system;
- Describe and explain the concept of pre-bankruptcy planning;
- Explain the common elements of consumer bankruptcies;
- Differentiate between Chapter 7 (Liquidation) Bankruptcy and Chapter 13 (Reorganization) Bankruptcy;
- Define the protections of the Bankruptcy Discharge and the exceptions to it;
- Explain how the Automatic Stay operates in bankruptcy actions and the circumstances under which a creditor may obtain relief from the stay;
- Understand why the bankruptcy court is concerned with preferences and how it commonly deals with them;
- Develop a familiarity with the 2005 changes to the Bankruptcy Code and the sweeping effects these changes have had on debtors and creditors alike;
- Recognize the special considerations of real property, home mortgages, and encumbered personal property in the bankruptcy process;
- Prepare a Chapter 7 Bankruptcy Petition;
- Prepare a Chapter 13 Reorganization Plan; and
- Describe the other types of bankruptcies available to consumers, corporations, farmers, and municipalities.
LGL-555
INFORMATION PRIVACY LAW

COURSE DESCRIPTION

This course deals with privacy law in the United States. We will focus most of our attention on commercial compliance issues that come up relative to applicable privacy law (although there will be plenty of discussion regarding government privacy obligations). The following four areas of privacy law will be covered in this course: 1) Philosophical concepts of privacy law; 2) Health and Genetic Privacy; 3) Privacy of Financial and Commercial Data; and 4) Privacy at Work. We will examine all four areas of privacy legislation in the United States and how they have affected the practices of commercial enterprises as well as the government. Students should expect to thoroughly discuss what methods the government uses to protect consumer information and how courts have interpreted the legality of those methods as new technologies have developed.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Describe the philosophical concept of privacy and what role it has played in the United States from a historical context;
- Recognize the significance of the Warren and Brandeis article, The Right to Privacy, relative to the development of privacy law in the United States;
- Learn about the various privacy protections in tort, contract, evidence, property and criminal law;
- Explain the relationship between the United States Constitution and the right to privacy;
- Discuss the nature of professional ethics and evidentiary privileges;
- Describe the Tarasoff rule and its role in shaping the doctor-patient privilege;
- Describe various statutory reporting requirements relative to medical information;
- Discuss in detail the Health Insurance Portability and Accountability Act and its significance in shaping medical privacy law;
- Identify the difference between an opt-in approach vs. an opt-out approach to consumer consent to disclose personal information;
- Discuss the various administrative agencies that enforce privacy law;
- Recognize the various theories of privacy regulation and be able to discuss the pros and cons of each.
- Discuss the concept of “personally identifiable information”;
- Outline the relationship between the following laws and how they have helped shape privacy law in the United States: the Fair Credit Reporting Act; Gramm-Leach Bliley Act; California SB1; various identity theft statutes; various state security breach notification statutes; Video Privacy Protection Act; Children’s Online Privacy Protection Act; the Cable Communications Policy Act; Electronic Communications Privacy Act; Computer Fraud and Abuse Act; Telephone Consumer Protections Act; CAN-SPAM Act; Bank Secrecy Act; Privacy Protection Act; and the US PATRIOT Act;
- Describe Constitutional limitations on privacy regulation;
- Discuss the various obstacles associated with information gathering without search warrants;
- Discuss the various obstacles associated with workplace searches and surveillance; and
- Explain how courts have interpreted what a “reasonable expectation of privacy” is in the workplace.
COURSE DESCRIPTION

This course studies the U.S. regulation of financial institutions, primarily banks and other depository institutions. The course will examine the history of banking regulation in this country, how much regulation has evolved over time, and, perhaps most significantly, the somewhat fluid nature of regulation today as legislators and regulators are still working to fix the ills of the system that broke down in 2008, while trying to ensure that such a breakdown will not occur again. We will study the different types of institutions and the regulators, whether state, federal or both, that are applicable to each. We will also examine the activities and operations in which the various institutions engage, be they with consumers, counterparties, or on their own, and the regulations that govern those activities.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Describe the Early Federal Period and the historic controversies related to having a national or central bank;
- Detail the National Bank Act ("NBA") and the Comptroller of the Currency; the Federal Reserve System; and the Federal Deposit Insurance Corporation ("FDIC");
- Explain national and state charters; deposit insurance; the Federal Reserve System; and charter conversions;
- Identify and explain the Bank Holding Company Act ("BHCA"); the Home Owners' Loan Act ("HOLA"); the Bank Merger Act ("BMA"); and the Change in Bank Control Act ("CBCA");
- Explain the various regulatory issues related to control, including [bank] holding company acquisitions; mergers; and other change-in-control transactions;
- Describe the regulations governing an institution’s operations regarding both its assets (loans) and liabilities (deposits);
- Identify the securities regulations to which depository institutions may be subject. Describe the Glass-Steagall Act; the Gramm-Leach-Bliley Act ("GLBA"); the Dodd-Frank Wall Street Reform and Consumer Protection Act ("Dodd-Frank"); the Securities Act of 1933 ("1933 Act"); the Securities Exchange Act of 1934 ("1934 Act"); and the Sarbanes-Oxley Act ("SOX");
- Explain the concept of capital requirements, the Bank for International Settlements ("BIS"); the International Lending Supervision Act ("ILSA"); the Basel Committee on Bank Supervision ("BCBS"); and the Basel Accords;
- Identify how the regulatory agencies supervise troubled and failing depository institutions, and how the regulators deal with those institutions that have failed or are in default; and
- Explain the social policy objectives involved in bank regulation, particularly consumer regulation, such as the Right to Financial Privacy Act ("RFPA") and the GLBA, the Community Reinvestment Act ("CRA"), the Equal Credit Opportunity Act ("ECOA").
**COURSE DESCRIPTION**

This course is your introduction into the world of securities regulation. We will discuss the regulatory structure, and will focus on a variety of topics that are fundamental to the U.S. securities laws. These topics include the definition of security, the concept of materiality, public companies and their disclosure obligations, raising capital in the securities markets through public offerings of securities and private offerings (which are exempt from registration). We will also cover civil liability for deficiencies and misrepresentations in the registration materials of public offerings. In addition, we will discuss the role and regulation of the securities trading markets and their participants. Finally, we will discuss securities fraud and insider trading, and civil and criminal enforcement by the U.S. Securities and Exchange Commission.

**COURSE OBJECTIVES**

At the completion of this course, the student will be able to:

- Describe the structure of the securities laws and identify the primary components (Securities Act of 1933, Securities Exchange Act of 1934, etc.);
- Describe the role of the SEC, its authority and its divisions;
- Apply the applicable tests to determine whether an investment instrument is a “security”;
- Apply the tests for “materiality” to determine when information is required to be disclosed by a public company;
- Describe the three categories of “public” companies – describe the characteristics or actions that triggers public status, the requirements that are imposed as a result of public status, and the methods by which public status can be terminated;
- Identify the categories of information that a public company is required to disclose, and identify when that information is required to be disclosed and on what form (on an annual report, quarterly report and/or current report);
- Describe the purpose of the antifraud provisions of the securities laws, and identify the elements of a private cause of action in a Rule 10b-5 suit;
- Describe the prohibition on insider trading, identify the types of activities that are considered insider trading, and identify the parties to which these rules apply;
- Describe the Section 16(b) short-swing profit rule, and calculate Section 16(b) damages;
- Describe the registration process for public offerings, including the three phases of registration (pre-filing period, waiting period and post-effective period), and the activities required by and prohibited by the gun-jumping rules;
- Identify the types of registration statements that must be filed with the SEC for public offerings and the information that must be included in these registration statements;
- Identify the information that is required to be included in the prospectus, and describe the prospectus delivery requirement and the acceptable methods of delivery;
- Describe the “plain English” disclosure requirement for prospectuses;
- Describe the elements for civil liability causes of action under the Securities Act, and possible defenses;
- Describe the private placement process and the qualifications for a private placement under Section 4(2) and its safe harbor, Rule 506 of Regulation D (including the aggregate offering price, number of purchasers, general solicitation, disclosure and notice requirements and resale restrictions);
- Describe the qualifications for exempt offerings under Rules 504 and 505 of Regulation D (including the aggregate offering price, number of purchasers, general solicitation, disclosure and notice requirements and resale restrictions);
- Describe the qualifications for an exempt offering under Regulation S; and
- Distinguish between primary market transactions and secondary market transactions.
LGL-558
EMPLOYEE BENEFITS LAW 3 Credits

COURSE DESCRIPTION
This course will survey the main components of employee retirement and benefit planning. By providing an overview of the framework of such plans, students will learn the basic tax, regulatory and business aspects that affect retirement and benefit plans as well as participants’ rights under such plans. We will also review important policy and ethical implications for benefit planning. The course will also discuss other types of employee benefit plans, such as health and welfare plans and executive compensation plans. The largest part of the course is devoted to an examination of the various employee benefits and retirement plans. For each plan or benefit, the course outlines what the benefit is, when and how it should be used, and the advantages and disadvantages of each.

COURSE OBJECTIVES
At the completion of this course, the student will be able to:

- Discuss the technical aspects of various types of employee benefits, retirement plans, pension plans, life insurance plans, health insurance plans, as well as the general planning process;
- Recognize qualified retirement plans, annuity plans, individual retirement accounts, health insurance and reimbursement plans, fringe benefits, and group life insurance;
- Identify and understand tax and accounting treatment of compensation and benefit plans;
- Develop an understanding of the types of compensation programs, as well as the advantages and disadvantages of each;
- Understand and discuss the purpose and application of key federal legislative programs, including Social Security and ERISA;
- Develop an integrated framework for analyzing benefits in the workplace and the variety of retirement plans available in the marketplace; and
- Critically assess the structure of employee benefit plans.
TAX-501
FEDERAL INCOME TAX  3 Credits

COURSE DESCRIPTION

This course features comprehensive coverage of the Internal Revenue Code as it relates to Federal Taxation of individuals. The course will focus on the structure of the Federal tax laws and provide an overall picture of taxation of individuals. We will examine and apply the statutes defining income, exclusions from income and deductions from income, tax credits, characterization of gain and loss, tax credits, tax deferral. We will also examine other sources of tax law to consider when determining the applicability and amount of tax. Finally, we will apply these statutes and laws through practical problems.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Identify the sources of Federal Tax law;
- Identify the Constitutional basis for taxation as well as the common arguments against it, including tax protestors;
- Identify potential individual audit risks;
- Describe the structure of taxation as it applies to individuals;
- Identify the code sections dealing with income, exclusions, and deductions;
- Apply the Internal Revenue Code to factual situations to determine tax;
- Differentiate between passive and active income;
- Differentiate between deductions and credits;
- Identify and apply the Earned Income Credit;
- Apply calculations involving amounts realized and basis to determine the taxable gain in the disposition of real property; and
- Differentiate between recognition and realization.
COURSE DESCRIPTION

This course is intended to introduce the student to the fundamentals of the U.S. taxation of corporations. The course will focus on Subchapter C of the Internal Revenue Code, covering the tax aspects of organizing a C corporation, the taxation of its operations (including the computation of its taxable income), the ramifications of distributing property from the corporation to its shareholders, the partial and complete liquidation of the corporation, and the taxable and nontaxable forms of corporate reorganization.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Determine the tax effect of transferring property to a corporation;
- Compute the corporation's and shareholders' respective tax bases in contributed property and corporate stock;
- Determine the tax effect of a corporation's assumption of a shareholder's liabilities;
- Distinguish a debt from shareholder equity;
- Compute a corporation's earnings and profits;
- Determine the extent to which a distribution is a dividend, a tax-free return of capital, and a capital gain;
- Identify constructive and disguised distributions from corporations;
- Compute the dividends received deduction;
- Determine when a distribution is liquidating or non-liquidating;
- Determine the proper tax treatment of stock dividends;
- Compare the relative tax effects of corporate asset acquisitions vs. stock acquisitions;
- Compare the relative tax effects of tax-favored acquisitive as well as non-acquisitive and non-divisive corporate reorganizations; and
- Compute the amount of and determine the character of tax attributes carrying over from predecessor corporations.
COURSE DESCRIPTION

This course discusses the taxing and revenue raising authority of state and local governments, as well as the limits on that power. The course will discuss the federal constitutional and statutory limitations on the taxing power of states and local governments, including limits imposed by the Due Process Clause, Equal Protection Clause, Commerce Clause and the Privileges and Immunities Clause. We will also discuss the various types of state and local taxes, including income tax, franchise and corporate tax, property tax, sale tax, use tax, various employment taxes, etc. The course will also survey state taxation issues involving corporate mergers and acquisitions as well as special tax incentives and taxation of business and commerce.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Identify the reasons for the necessity of state and local tax planning;
- Determine the types of state and local tax assessments that are likely to be susceptible to challenge based on the federal Constitution;
- Determine the types of state and local tax assessments that are likely to be susceptible to challenge based on federal authority and preemption;
- Determine the types of state and local tax assessments that are likely to be susceptible to challenge because they impose undue burdens on interstate commerce;
- Explain the basic and most important reasons that it is critical to engage in state and local tax planning;
- Identify the methods by which states and localities tax businesses, including franchise tax and business income tax;
- Apply the limits under uniformity principles that are established that limit the ability of states and localities to tax different people with different property tax rates;
- Describe the various methods by which property taxes are assessed and methods by which property values are determined for property tax purposes;
- Identify and describe various other taxes typically leveled by state and local governments, including sales and use tax, excise tax, licensing taxes and fees, etc.
- Distinguish between a tax and a fee and identify the reasons why this distinction can be important;
- Calculate the extent to which various states would be able to tax interstate businesses under the Uniform Division for Tax Purposes Act (UDITPA);
- Determine the extent to which e-commerce businesses are susceptible to taxation in states to which they sell merchandise but from which they do not operate; and
- Determine whether a person is likely to be subject upon death to an estate or inheritance tax, based on the state's applicable rules.
TAX-504
PARTNERSHIPS TAXATION  3 Credits

COURSE DESCRIPTION

The purpose of this course is to introduce you into the "mysteries" of Subchapter K of the Internal Revenue Code. The course will cover the federal income tax aspects of the formation of a partnership; the operation of the partnership and the allocation among its members of its income, deductions, etc.; the disposition by partners of interests in the partnership; and the consequences of a partnership’s termination. There will be some emphasis on potential pitfalls for the taxpayer (and the taxpayer’s advisor – i.e., you) in the law of partnership taxation (including Judge Raum’s dreaded Section 736) as well as some debate on the merits and demerits of other provisions of Subchapter K (e.g., Section 754, Section 751(b), the 704(b) regulations).

COURSE OBJECTIVES

At the completion of this course, the student will be able to:
- Identify when a partnership is created for federal tax purposes;
- Create the partnership’s initial book and tax balance sheets;
- Compute partnership income and determine the effect of partnership losses;
- Allocate among the partners ordinary partnership tax items;
- Allocate among the partners special items like nonrecourse deductions;
- Determine the partners’ respective “shares” of partnership liabilities;
- Compute the tax effect of “guaranteed payments” to partners;
- Identify (and avoid) “disguised fees” and “disguised sales”;
- Determine the tax consequences of distributions of partnership property;
- Compute the amount and character of gain or loss when a partnership interest is sold;
- Compute and allocate adjustments to inside basis;
- Identify and avoid so-called tax avoidance transactions (“mixing bowls”);
- Compute the amount and character of gain or loss relating to Section 751 property;
- Compute the amount and character of gain or loss on liquidating distributions;
- Compare the liquidation of a partnership interest versus its sale; and
- Terminate (or avoid terminating) a partnership for federal tax purposes.
TAX-505
TAX RESEARCH AND POLICY  3 Credits

COURSE DESCRIPTION

This course is designed to teach the student the most efficient and effective means to research binding and nonbinding tax law. The course is meant to be useful to any person for whom taxation is a component of his or her job, whether the person is an attorney, accountant, business person or other corporate professional. The course will familiarize the students with the myriad of binding sources of tax law that are available and make sense of the maze of existing tax law sources. The course will also look at nonbinding sources of law, primarily as a method by which to access primary source of law. We will discuss electronic and non-electronic tools to access these materials. We will also discuss state tax law briefly. Finally, the course will also look at implementation of these tools, including strategies in dealing with the Internal Revenue Service and in conceiving and implementing tax planning strategies for clients.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Comply with statutory rules and regulations that govern tax practice as a whole;
- Articulate social, ethical and moral dilemmas that are associated with tax practice;
- Successfully outline tax research processes that will be necessary to solve an individual tax research problem;
- Describe various computerized tax research options that exist;
- Categorize the various sources of binding tax law;
- Research and apply treasury regulations, Revenue Rulings and private letter rulings;
- Determine the extent to which these sources of law are binding on an individual taxpayer;
- Research and apply tax cases from various courts;
- Determine the extent to which tax-related court decisions from a wide writing of courts are binding on individual taxpayers;
- Utilize a variety of commercial tax research services, both online and in paper form;
- Use legal periodicals and other tax news services to assist in educating oneself regarding tax law and in assisting clients;
- Utilize commercial citators in the course of tax research;
- Apply tax research knowledge to researching tax laws in the individual states rather than merely on the federal level;
- Research and apply international tax services when international tax issues are involved;
- Assist in the process of tax planning, so as to minimize the tax that will be payable by individual clients;
- Deal with the Internal Revenue Service and its agents both in making inquiries as part of the tax related project and during audits; and
- Articulate the penalties that are applicable for clients and tax preparers who run afoul of the tax laws.
COURSE DESCRIPTION

This course deals with the administration of our federal tax system. The course will focus on tax practice and procedure. It will help the student understand how the Internal Revenue Service (IRS) works. A review of the structure of the IRS along with a study of what constitutes practice before the IRS will be completed. The course also focuses on IRS audits and the administrative and judicial appeals processes. The web of interest and penalty provisions in the Internal Revenue Code will also be studied.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Describe the organization of the Internal Revenue Service;
- Describe who can practice before the Internal Revenue Service;
- Describe the ethical issues associated with tax practice;
- Explain the Internal Revenue Service audit procedures;
- Explain what constitutes a Large Case Audit;
- Describe partnership audit procedures;
- Explain the investigative authority of the Internal Revenue Service;
- Describe evidentiary privileges;
- Participate in accessing Internal Revenue Service information;
- Explain assessment procedures and related statutes of limitation;
- Describe mitigation provisions;
- Work within the framework of penalties and interest;
- Explain how the IRS Appeals Office works;
- Describe the collection process; and
- Participate in obtaining private letter rulings.
Substantive Legal Specialty Courses

TAX-507
FEDERAL TRANSFER TAX
3 Credits

COURSE DESCRIPTION

This course examines in-depth the federal transfer tax and how it is assessed. The three branches of the transfer tax are the gift tax, estate tax and generation skipping transfer tax. Of these, we will spend the most time discussing the enormously complex federal estate tax. We will examine the assets that are included in a person’s gross estate and planning mechanisms by which to avoid unintentionally including assets in a person’s taxable estate. We will also discuss deductions and estate tax credits. Finally regarding estate tax, we will discuss the preparation of federal estate tax returns. We will cover the federal gift tax as well, including a discussion of when a transfer is considered a completed gift. We will also focus on the interplay between the gift and estate taxes. We will spend some time on the generation skipping transfer tax as well. Finally, we will also devote a little time to important ancillary issues such as stepped up cost bases and some income taxation issues relevant to estates and trusts.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Define “carry over” and “stepped up” cost bases and assess their importance in estate planning;
- Determine when a transfer is considered a completed gift for federal gift tax purposes;
- Analyze situations to determine whether making a completed gift and paying gift tax may be a good move for a client to avoid estate tax at a later date;
- Calculate gift tax on certain transfers, taking into account the applicable unified credit;
- Determine the annual exclusion and marital deduction as they apply to the gift tax;
- Identify reasons to make incomplete transfers for gift tax purposes rather than completed transfers, and vice versa;
- Detail the categories of assets that are considered part of a decedent’s taxable estate;
- Ascertain whether a retained benefit causes an asset to be considered part of a decedent’s taxable estate under Section 2036 of the Internal Revenue Code;
- Determine whether a retained authority over an asset causes the asset to be considered part of a decedent’s taxable estate under Section 2038 of the Internal Revenue Code;
- Distinguish between a general power of appointment and a limited power of appointment and explain the importance of this distinction;
- Apply the gross estate rules to life insurance death benefits in a variety of contexts;
- Calculate and apply the applicable unified credit amount to an estate for estate tax calculation purposes;
- Detail the various deductions that are available when calculating and filing estate and/or gift tax returns;
- Define the generation skipping transfer tax and apply it to proposed transfers; and
- Assist in the preparation of federal estate tax returns (Form 706).
FIN-501
FINANCIAL ACCOUNTING
3 Credits

COURSE DESCRIPTION

Students will be introduced to the field of financial accounting. Emphasis will be placed on learning Generally Accepted Accounting Principles (GAAP), which teach students to record and present financial information in a meaningful way. In addition to learning how to properly record a business transaction and prepare the financial statements according to GAAP, students will gain an understanding of how worksheets are prepared, prepare adjusting and closing entries, be introduced to special purpose journals and the posting process, learn how to account for a merchandising business, learn the importance of internal controls and ethics, learn the proper accounting for short-term investments, notes and accounts receivable, learn various inventory costing methods and how to properly handle long-term assets.

COURSE OBJECTIVES

At the completion of this course, the student will be able to:

- Explain the characteristics of an account;
- Apply the basic framework for recording transactions;
- Distinguish between accrual and cash basis accounting;
- Explain how the matching concept relates to accrual basis accounting;
- Describe the basic principles of accounting systems;
- Apply alternative methods of inventory valuation;
- Define plant assets and describe the accounting for their cost;
- Compute depreciation on related fixed assets;
- Demonstrate an understanding of key financial accounting ratios used to describe the characteristics of financial reports;
- Describe and apply the basic financial accounting concepts and principles;
- Analyze financial statements; and
- Utilize ratio analysis in the decision making process.
FINAL COURSE GRADE

Students who complete all assignments and exams within one week of the end of the course will receive a final course grade by the instructor. Students who do not complete their coursework within one week of the end of a course will automatically receive the grade of “I*”. In this case, the student still has until the course deadline listed on the syllabus (usually the 4th Sunday following the end of classes) to complete the coursework.

After the student completes all work or the course deadline passes (whichever is earlier), the student’s course grade will be assigned based on the scores earned by his or her completed work. Extensions of deadline may be requested on the school website in accordance with the terms laid out in the course syllabus. Please note that no extensions can be granted unless at least one assignment or exam has already been submitted and under no circumstances will an extension be given beyond 30 days after the course deadline.

If the course deadline passes and the student has not earned a sufficient number of points to pass a class, then a grade of “I” or “F” will be assigned. All grades of “I” will eventually be converted into a grade of “F.” A grade of “I” or “F” counts as zero (0) points in the computation of the student’s GPA. However, if a student re-takes a failed course and passes it, then the earlier instance of the failed course will not count towards his or her GPA.

COURSE WITHDRAWAL

Students may drop enrollment in a course within the first week without any financial liability or adverse effect on their academic grade. If a student elects to drop enrollment in a course after the first week but before 6 weeks, the student will incur financial liability for the course in accordance with NPC’s withdrawal policy. In this circumstance, the student will receive a grade of “W” on his or her academic transcript. The grade of “W” is not used in the computation of the student’s GPA.

OFFICIAL TRANSCRIPTS

Students can receive an official transcript, or have an official transcript mailed to an educational institution or employer by contacting NPC’s office by phone (800-371-6105 x 0) or email (info@nationalparalegal.edu)

EXAMINATIONS

Examinations are administered online and may consist of both essay and multiple choice questions. Students receive a numeric grade from 0 to 100 on each examination, as well as written feedback from the instructor where appropriate.

ASSIGNMENTS

Assignments should be adequately researched and thought through before submission. The exact amount of research and length of the assignment are left to the discretion of the student, unless otherwise noted on the course syllabus, in the course materials or by the instructor.

However, the following minimum guidelines should be noted:

Assignments calling for research (which includes most assignments in law courses) should contain at least two citations to appropriate legal authorities. Citations may be to cases, statutes or other scholarly journals or treatises, as appropriate. Citations to the course textbook are not acceptable replacements for citations to cases, statutes and other sources of law, as one of the goals of the NJU curriculum is to train the student to become adept at legal research and writing. Assignments that do not call for legal research (such as document drafting or opinion and analysis assignments) should be no shorter than 350 words. Assignments that do not conform to these minimum guidelines will receive an appropriate grade reduction.

It is uncommon for more than 1,000 words to be necessary or appropriate for an assignment unless specifically stated otherwise in the assignment or course syllabus. While students will not be penalized for going over 1,000 words, being unnecessarily repetitive or discussing tangential or irrelevant issues are legitimate grounds for grade reduction.

Assignment grades are administered on a 0-4 scale on the following basis:

4 = excellent
3 = good
2 = satisfactory
1 = poor
0 = fail

Partial assignment points may also be awarded (e.g., 3.5)

See Page 44 for our Assignment Grading Rubric that is relevant to legal research and writing assignments.
ASSIGNMENT GRADING RUBRIC

The following grading rubric is used to determine a student’s assignment grades on assignments that call for legal research papers:

<table>
<thead>
<tr>
<th>FACTOR</th>
<th>4 (EXCELLENT)</th>
<th>3 (GOOD)</th>
<th>2 (SATISFACTORY)</th>
<th>1 (POOR)</th>
<th>0 (NO CREDIT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>THOROUGHNESS</td>
<td>Answered all questions in the exercise completely and in the appropriate order.</td>
<td>Answered all questions in the exercise but not completely and/or not in the appropriate order.</td>
<td>Answered most of the questions in the exercise but not completely and/or not in the appropriate order.</td>
<td>Did not answer many of the questions in the exercise but did make some reasonable effort to do so.</td>
<td>Made little or no reasonable effort to answer the questions posed in the assignment.</td>
</tr>
<tr>
<td>DEMONSTRATED</td>
<td>Response demonstrates a thorough understanding of the exercise and the student has justified and stated an appropriate conclusion.</td>
<td>Response demonstrates an understanding of the exercise and comes to a conclusion.</td>
<td>Response demonstrates some understanding of the exercise. The conclusion that the student comes to may not be appropriately justified by the rest of the essay.</td>
<td>Response demonstrates some understanding of the exercise but shows a high level of confusion on the part of the student. The student's conclusion, if any, is not supported by the rest of the essay.</td>
<td>Response demonstrates a very poor understanding of the subject matter presented by the assignment.</td>
</tr>
<tr>
<td>UNDERSTANDING OF THE ASSIGNMENT and has come to an appropriate conclusion</td>
<td>Student has cited at least two excellent sources and has applied them appropriately. Appropriate sources are documented and well cited and well integrated.</td>
<td>Student has cited one excellent source or two or more good sources but has missed at least one excellent source. Sources are integrated well in the assignment.</td>
<td>Student has cited appropriate sources but has missed the best available OR student has cited good sources but has done a poor job of integrating them.</td>
<td>Student has cited poor or inappropriate authorities or has failed to establish the relevance of the sources that he or she has cited.</td>
<td>Student has not cited any legal authorities or has cited authorities that are irrelevant.</td>
</tr>
<tr>
<td>DOCUMENTATION/LEGAL RESEARCH</td>
<td>Essay is organized very well; the reader can clearly understand where the essay is going at all points and a cohesive easy-to-follow argument is made in the essay. Separate paragraphs are used for separate ideas.</td>
<td>Essay is well organized. The essay is coherent, though may not flow freely. Different components of the essay are broken up appropriately.</td>
<td>Essay shows some level of organization, but is difficult to follow. The essay is not as focused as it should be. Essay may go back and forth between points without using new paragraphs.</td>
<td>Essay is poorly organized and is very difficult to follow. The student did not appropriately separate thoughts and did not properly organize the essay.</td>
<td>Student’s essay is in chaos. There is no reasonable attempt to organize the essay coherently.</td>
</tr>
<tr>
<td>TEXTBOOK</td>
<td>Shows excellent critical thinking and analysis. The student was able to apply the cited law to the facts of the given case in a clear and convincing manner.</td>
<td>Shows good critical thinking and analysis. The student’s points are well argued and well supported.</td>
<td>Shows adequate critical thinking and analysis. The student’s points are supported by logic, but are not exceptionally convincing.</td>
<td>Shows minimal critical thinking and analysis. The student’s arguments are weak and unconvincing.</td>
<td>Shows no effort at critical thinking or analysis. The student’s points make no sense.</td>
</tr>
<tr>
<td>CRITICAL THINKING AND ANALYSIS</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
WEEKLY INTERACTION REQUIREMENT

To ensure that all students are involved and participating in the course as the course moves forward, each student enrolled in this course must, at least once during each week, either:

1) Attend a live lecture and pass a short quiz OR
2) Submit at least one assignment OR
3) Take at least one examination OR
4) Answer a weekly “interaction” question that will be posted on the “Assignments and Exams” page.

The weekly “interaction” question(s) will be straightforward and will cover material covered in class that week. Answers to these questions should be short (typically 1-3 sentences) and to the point.

The student’s response (which is necessary only if the student does not attend a live lecture or take an exam or submit an assignment in the given week) will be graded on a pass/fail basis. The interaction questions will be posted no later than Monday of each week and must be answered on or before the following Sunday. Students who did attend a live class or take an exam or submit an assignment in the given week may ignore the weekly interaction question.

Any student who does not fulfill this requirement during a given week will receive a reduction in his or her over-all grade of 2 percentage points from his or her over-all average. Conversely, any student who demonstrates excellent participation either through message board participation or through relevant in class discussion may receive an increase in his or her over-all grade, at the discretion of the instructor.

MESSAGE BOARD PARTICIPATION

At NJU, we believe that interaction with instructors and fellow students is a key component of online higher education.

However, we are cognizant of the fact that many people cannot attend the live online lectures which provide the best opportunity for this interaction. Therefore, the next best way to provide students with an interactive learning experience is through the NJU message boards. Asking questions or making comments on the message boards is a great way to solicit feedback not only from instructors, but from classmates as well. Lively message board discussions add immeasurably to the learning experience for all students.

Policies regarding message board participation may vary from course to course. So, please see your course syllabus for more information.
MARK GELLER

MARK GELLER, ESQ., CO-FOUNDER AND DEAN OF NATIONAL PARALEGAL COLLEGE, began his legal career in 1981 at the law firm of Shea & Gould, one of the top ten law firms in New York, with its main office located in New York City. Early in his legal career, Mr. Geller established himself as a specialist in legal procedure and law office management. With his experience in large firm litigation management, Mr. Geller launched Legal Data Systems, Inc. ("LDS"), a company that specialized in designing, developing and implementing automated litigation management systems and databases for attorneys and law firms. In 1983, Mr. Geller sold LDS to The New York Law Publishing Company, publisher of The New York Law Journal, National Law Journal, Law Journal Seminars Press, Jury Verdict Reporter and many other legal newspapers, journals and periodicals throughout the United States. There he assumed the role of vice-president. Under Mr. Geller’s direction, litigation support systems designed and legal databases developed at New York Law Publishing Company’s Law Journal Information Systems (LJIS) have become the industry standard for cutting edge case management automation and online legal data integration. LJIS provided over 200 of the most prestigious law firms in the United States with critical time-sensitive information online via proprietary software. During this time, Mr. Geller oversaw the education and training of attorneys and paralegals in law firms across the United States.

AVI KATZ

Avi Katz, president and co-founder of National Paralegal College, received his MBA degree from the University of Pennsylvania’s Wharton School and has practiced as a certified public accountant. He brings the perspective of the business world to NPC’s curriculum and teaching method. Avi has 20 years of experience in corporate management and software development.

STEPHEN HAAS

Stephen Haas, Esq., Graduate Director, graduated from Pace University School of Law, where he ranked in the top three percent of his class and served as a senior member of the Pace Law Review. Stephen has extensive law practice experience, mostly in the areas of estate planning and elder law and has taught in many different capacities. He has also worked at the United States Attorney’s office for the Southern District of New York (federal prosecutor’s office) in White Plains, New York, and at the Rockland County District Attorney’s Office. Stephen is the author of a college textbook entitled “Trust Preparation for Paralegals.”
DAVID COHEN

David Cohen, technical director of National Paralegal College, is a graduate of the Management and Technology Program of the University of Pennsylvania, where he earned a degree in management from the Wharton School and a degree in computer and telecommunications engineering from the School of Engineering and Applied Science. David also earned a master’s degree in computer science, for which he developed a new algorithm for composition of a bridge between two existing pieces of music.

SOPHIEA BAILEY

Sophiea Bailey, Esq. graduated from Howard University after being awarded multiple merit scholarships for her attendance. During her law school career, she contributed to multiple published law review articles. Since graduating, she has served for ten years as an Assistant State Attorney in the Miami-Dade County State Attorney’s Office where she has tried more than 100 cases. Sophiea has also worked for the Federal Trade Commission and has taught at Atlantic Union College in South Lancaster, MA.

ERIC BAIME

Eric Baime, Esq. graduated from prestigious Cornell University with a B.A. in government. Since then, Eric has earned his M.B.A. from University of Miami and his J.D. from Shepard Broad Law Center. Eric is a professional and highly experienced educator, having taught at more than ten colleges and universities. Eric brings his fiery personality and passion for teaching to the classroom and enjoys active participation and contributions from students.
“I have attended many online colleges and this one is the only college where I look forward to the lectures.”

Tim Wilday, NPC Student

JESSICA BORDEN

Jessica Borden, Esq., graduated with a B.A. in philosophy from Emory University, and went on to earn a J.D. from the University of Pennsylvania Law School, where she was an Associate Editor of the Constitutional Law Journal. She is admitted to the bar in New York, Connecticut and Florida. Jessica practiced litigation at Willkie Farr and Gallagher LLP, real estate law at Schiff Hardin LLP and inhouse product liability law at a large Connecticut-based pharmaceutical company. Additionally, she now tutors the SATs in Fairfield County, CT. In her spare time, Jessica is an avid knitter who enjoys games, puzzles and spending time with her family and friends.

ABRAHAM BRANDER

Abraham Brander holds a Master’s degree in accounting from Farleigh Dickenson University in New Jersey having graduated with a perfect 4.0 Grade Point Average. He has coordinated and managed educational programs, including taking responsibility for educational and financial factors.

SARAH K. BROUSSARD

Sarah K. Broussard, Esq., holds an M.B.A. and J.D. from Loyola University New Orleans and graduated with Honors from Brigham Young University with her B.A. While in law school, Sarah won the Loyola Moot Court competition, and competed as oralist on the National First Amendment Moot Court team. She also served as the National First Amendment and Privacy Team Coach for the Loyola Moot Court Board, and was the William McGowan Scholarship recipient for 2009-2010. Sarah is currently licensed to practice law in Louisiana and Kentucky.
MATT BYCER

Matt Bycer, Esq. holds a JD and MBA from the University of Arizona and a Bachelor’s degree in Physics and Business Economics from Brown University in Providence, RI. Matt’s legal work experience has focused mainly on intellectual property law. He has worked for Accenture in Boston, MA, and for Cahill Glazer, PLC, a prominent intellectual property law firm in Phoenix. Matt has also served as a federal court law clerk for Hon. Stephen N. McNamee in the District of Arizona. In addition to teaching for NPC, Matt continues to run his own intellectual property focused law practice.

LISA BURKART-CHALMERS

Lisa Burkart-Chalmers, Esq. earned her Juris Doctor from Duquesne University, her Masters in English from East Carolina University and a Double BA from University of Pittsburgh in Criminal Justice and Legal Studies. She also completed a certification in Mediation and Conflict Resolution. Lisa has been a college professor for 10 years and has extensive experience teaching online and in physical classrooms. Lisa’s other previous jobs have included internal affairs investigator; law clerk, 911 emergency dispatcher, correctional officer, private investigator and armed guard. Lisa also volunteers for the Center for Victims of Violence and Crime. Lisa is also the happy grandmother of three and makes home for a myriad of pets.

TOMMY CANTRELL

Tommy Cantrell, Esq. holds an LL.M., with honors, from Tulane School of Law, a J.D., cum laude, from Loyola New Orleans College of Law and a B.A., magna cum laude, from the University of Kentucky. Tommy is a former associate at a preeminent maritime law firm in Miami, Florida, and a former clerk of Justice Will T. Scott of the Kentucky Supreme Court. While in law school, Tommy served as the Selection Committee Chair for the Loyola Moot Court Board, served as a member of the Tulane Maritime Law Journal, and was named the Tulane Admiralty and Maritime Fellow 2009-2010. Tommy is currently licensed to practice law in Florida.

“I have loved my experience and wish I could take every paralegal class you offer. Your staff is just awesome! They, too, are dedicated to the students’ success. You have a great combination of experiences, skills, knowledge and enthusiasm in a team that is happy and love their jobs! That is the work environment that I am looking for in my next job.”

Sylvinita Mooring, NPC Student
MICHAEL E. CHAPLIN

Michael E. Chaplin, Esq. earned his Juris Doctor, magna cum laude, from the University of Notre Dame Law School and a Bachelor’s degree in Business Administration from The University of Washington, Foster School of Business. Michael practiced law from 2000 to 2007. His legal work focused mainly on business law. He spent approximately 3.5 years with the international law firm, Reed Smith LLP and 3.5 years with the international law firm White & Case LLP. Michael began teaching in 2007, and has over six years’ experience teaching business law, law and society, and general business courses. In addition to teaching, Michael has published widely in numerous academic journals.

BARI COURTS

Dr. Bari Courts holds a PhD from Capella University in organizational management and an MBA in management from the University of Cincinnati. He completed a BS in Mathematics from Kenyon College. Bari has taught online courses for approximately 10 years and has taught issues including e-commerce, economics, management, organizational behavior, and statistics.

RENANA FARBSTEIN

Renana Farbstein, Esq. graduated cum laude from New York University with a B.A. in History. She then went to work as a legal assistant at Skadden Arps Slate Meagher & Flom in New York City. Deciding to pursue a career as an attorney, she attended Cornell Law School and graduated with a concentration in Business Law and Regulation. Renana worked for a number of prestigious New York City law firms on commercial litigation matters in the financial and pharmaceutical sectors. She is admitted to the bar in New York and New Jersey.

CHARLES FEUER

Charles Feuer co-heads TechPar Group’s Regulatory Compliance Practice and is an accomplished attorney and operations/project manager with extensive in-house financial services legal and regulatory experience. As counsel for banks, lenders and other financial firms, Professor Feuer has developed specific expertise in creating and executing innovative national legal, regulatory and compliance strategies. Professor Feuer received his Juris Doctor from the Fordham University School of Law and his bachelor of Arts in Political Science, Summa Cum Laude, from Touro College. He is a member of the New York State Bar.
MARISHA FLORIO

Marissa Florio, Esq. earned her J.D. from Indiana University in Indianapolis and holds a B.A. from Earlham College. She spent almost five years with the Arizona Attorney General’s Office’s Protective Services Section, where she represented Arizona’s Child Protective Services in dependency, guardianship and severance cases involving abused and neglected children. She then joined a private firm where she worked as a guardian ad litem and child’s attorney in similar juvenile court matters. She currently enjoys working for NPC and spending time with her two little boys.

REENA GREEN

Reena Green, Esq., is a graduate of Pace University School of Law. After attending law school she worked at Business Licenses, LLC, where she focused on investigating federal, state and local licensing ordinances and regulations to determine business and financial requirements for large, publicly-held corporations. Reena has also written several articles concerning bioethics which were published in the science journal sponsored by her undergraduate university, Stern College for Women.

MATTHEW J. JOWANNA

Matthew J. Jowanna, Esq., obtained his Bachelor of Arts (B.A.) degree, majoring in Broadcasting and Mass Communications, from the University of South Florida. Mr. Jowanna obtained his Juris Doctor (J.D.) degree from Nova Southeastern University, graduating Summa Cum Laude (with Highest Honors) and achieving the distinction of graduating in the top two percent (2%) of his law school class. While in law school, Mr. Jowanna was the recipient of academic scholarships; was a Senior Staff Member, and published author, of the Nova Law Review; was awarded the Attorneys’ Title Insurance Fund, Inc. Prize (for scholarly writing on an issue of real property law); was an associate member of the Moot Court Society; was a student member of ATLA (Association of Trial Lawyers of America); was a member of the Phi Delta Phi Honor Fraternity; was named to the law school’s Dean’s List every semester; received the Dean’s Award for Academic Excellence; received the Highest Grade Awards (Book Awards) for Florida Constitutional Law and Torts; received the West Publishing Corporation Award for Outstanding Scholastic Achievement; and was listed in Who’s Who Among American Law Students, 13th and 14th Editions, and The National Dean’s List, 17th Edition. Mr. Jowanna obtained his Legum Magister (LL.M.) degree from the University of Notre Dame, graduating Magna Cum Laude (with High Honors).
FACULTY

HOWARD LEIB

Charles Feuer co-heads TechPar Group’s Regulatory Compliance Practice and is an accomplished attorney and operations/project manager with extensive in-house financial services legal and regulatory experience. As counsel for banks, lenders and other financial firms, Professor Feuer has developed specific expertise in creating and executing innovative national legal, regulatory and compliance strategies. Professor Feuer received his Juris Doctor from the Fordham University School of Law and his bachelor of Arts in Political Science, Summa Cum Laude, from Touro College. He is a member of the New York State Bar.

MARVIN L. LONGABAUGH

Marvin L. Longabaugh, Esq., attended the William S. Boyd School of Law (UNLV), graduating magna cum laude in 2001 and subsequently earned his LL.M. in Trial Advocacy from the James E. Beasley School of Law (Temple University). After law school, Marvin served as a law clerk to Justice Myron Leavitt of the Nevada Supreme Court and participated in the prestigious Mediation, Negotiation, and Advanced Negotiation Workshops at Harvard Law School. He is currently licensed to practice law in Nevada and Texas and is the founding member of Longabaugh Law Offices. Marvin is married to Tamri Longabaugh, and together they live in Navasota, Texas with their two wonderful dachshunds, Sweet Pea and Max.

LARRY MARSH

Larry Marsh, Esq., has been practicing tax law for more than 30 years, since graduating with his Masters in Tax Law from the University of Florida in 1982, and has been Board Certified in Tax Law by the Florida Bar since 1989. Larry began his career with the Daytona Beach, Florida firm of Cobb & Cole in 1982, was a partner in that firm from 1988 to 2004, and continues to maintain an Of Counsel relationship with that firm. He has been a partner in the firm of Brashear, Marsh and Assoc., P.L., located in Gainesville, Florida, since 2004. Larry has extensive experience in the areas of corporate tax, partnership tax (including limited liability companies), estate tax, and estate planning. His practice also includes qualified retirement plans and non-qualified deferred compensation, and tax-exempt organizations.
ERIC MARTINEZ

Eric Martinez, Esq., is a graduate of Florida International University College of Law. Prior to law school, he attended Hanover College (IN) where he earned degrees in Business Administration and Philosophy. Eric currently works as Corporate Counsel for Assurant Inc., a Fortune 500 company, where he specializes in federal and state regulatory compliance. He is an active member of the Florida Bar Association.

RENEE PISTONE

Renee Pistone, Esq., began her legal career at Coudert Brothers LLP. Her areas of focus continue to be: white collar crime, forensic accounting, and alternative dispute resolution. She obtained her JD from Quinnipiac University School of Law and an LLM in taxation from Villanova University Law School. She later earned an LLM in Trial Advocacy from Temple University School of Law. Prior to that, she received a Master of Business Administration from the University of Massachusetts and a Master in Philosophy from the University of Pennsylvania. She has also volunteered for organizations providing assistance to domestic violence victims and has published over fifteen articles in law reviews while serving as Adjunct faculty in Legal Studies.

BILL RODEN

Bill Roden, Esq., began his professional career as a college English instructor, serving for almost a decade, until he had the idea to enter law school. He holds a Master’s degree in English. Bill graduated from The Thomas M. Cooley Law School, now the largest one in the country. He became a practicing attorney in Michigan and Wisconsin and a part-time military attorney or Judge Advocate General. He retired at the rank of Lieutenant Colonel in the Army Reserve. This experience also gave him the chance to teach at the US Army Judge Advocate General’s School at the University of Virginia. For almost a decade, he was in-house counsel for one of the largest community-technical colleges in the states, Milwaukee Area Technical College. As Chancellor, he later oversaw forty-two campuses of the Louisiana Technical Colleges. He went on to lead two campuses of the Institute of Applied Technology in Abu Dhabi and Dubai.
FACULTY

HASKELL ROSENFELD

Haskell Rosenfeld, Esq. has a J.D. from Pace University School of Law. He has served as a law clerk for the Rockland County Surrogate’s Court. He also has extensive experience as a study group organizer and leader.

DEDE SANDLER

DeDe Sandler, Esq. assistant education director at NPC, earned her J.D. from City University of New York School of Law and subsequently earned her M.S. in social work from Columbia University. She also holds a Bachelor’s Degree from Syracuse University. When not teaching for NPC, DeDe hones her litigation skills as a deputy legal defender for the public defender’s office in Phoenix. She has also worked for the Arizona Attorney General’s Office and various private law firms. DeDe is also a Peace Corps member and an accomplished social worker.

SHANNON SOUTHARD

Shannon Southard, Esq. earned her J.D. from New England School of Law in 2002. While attending law school at night, she worked during the day as a social worker. Prior to law school, she attended Westfield State University where she earned a Bachelor of Science in Criminal Justice with a minor in social work. After graduating law school, she relocated from Boston, MA. to Phoenix, AZ. She spent the last ten years working as an Assistant Attorney General for the State of Arizona representing The Department of Economic Security, Child Protective Services. She has recently begun work as a contract attorney for the Maricopa County Juvenile Court System representing parents and children in dependency matters as well as children and victims in delinquency proceedings.
ERIN STEFFIN

Erin Steffin is a sole practitioner focusing on Estate Planning, IRS Defense, and Federal Tort Claims for medical malpractice. She obtained her JD and her LLM in taxation from the University of San Diego, School of Law in San Diego, California. Prior to that, she studied Psychology as an undergraduate, earning her BS at Arizona State University. Erin serves as a Judge pro tempore for Maricopa County Superior Court and for the city of Avondale, Arizona, and has volunteered for organizations providing assistance for those with Special needs as well as free legal services to first line responders including firefighters and police. She has appeared on Channel 10’s Lawyers on Call, and provides the baked goods in her office herself.

ELLIS WASHINGTON

Ellis Washington, Esq. has a J.D. from John Marshall School of Law, a Master’s Degree from the University of Michigan and a Bachelor’s degree from De Pauw University in Indiana. He has legal experience working for law firms and companies such as Kirkland & Ellis (Chicago), Paul, Hastings Janofsky and Walker (Atlanta) and Ford Motor Co. He also served as an editor of the Michigan Law Review and law clerk at The Rutherford Institute. He has significant college level teaching experience and he has worked extensively as political radio talk show host and columnist. Ellis has written extensively on constitutional law, history, politics, philosophy, critical race theory and other subjects.

LARRY WOLOD

Larry Wolod, Esq, is both a CPA and an attorney with over 25 years of experience in corporate, multi-state, and partnership tax management including tax planning, mergers and acquisitions, divestitures, federal and state audit coordination, and international taxation. He earned a B.S., in accounting from the University of Baltimore, an M.S. in taxation from the University of Hartford, a J.D. from Potomac School of Law and an LL.M. in taxation from Georgetown University Law Center.
## TUITION AND PAYMENT PLANS

### MASTER OF SCIENCE PROGRAM

Cost Per Credit: $275  
Credits Needed: 36  
Gross Tuition: $9,900  
Enrollment Fee: $100  
Lexis Fee: $95  
**Total Education Cost**: $10,095

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### NO-OBLIGATION FREE TRIAL

National Juris University offers a two-week no-obligation free trial to all accepted students with access to course materials, message boards, interactive classrooms and chat rooms. Simply fill out our online application and we will promptly e-mail you a login name and password to access our system.

We are fully confident that once you try our program, you will elect to go on and earn your master’s degree!

For additional assistance please contact the admissions department at 800-371-6105 or e-mail info@juris.nationalparalegal.edu

### FINANCIAL AID

National Paralegal College, parent school of NJU, is a participant in the Title IV Federal Financial Aid Program. The NJU Master’s Degree programs are therefore eligible for certain types of federal financial aid. Degree program students who qualify may receive Direct Subsidized, Unsubsidized and/or Parent Plus Loans, to cover tuition and related expenses.

All students applying for Financial Aid must complete the FAFSA (Free Application for Federal Student Aid), with the NPC school code 041574. Interested students should also visit the financial aid section on our website, http://juris.nationalparalegal.edu, for additional information and financial aid requirements.

For additional assistance, please contact the financial aid department at 800-371-6105 x 1 or aid@nationalparalegal.edu.

In addition, military tuition assistance programs may be available for persons serving in or veterans of the United States military. Please contact our office at 800-371-6105 x 0 or see http://juris.nationalparalegal.edu/tuition for details.
At National Juris University, our commitment to you does not end with your education. NJU assists graduates in obtaining rewarding positions at prestigious law firms, corporate legal departments, and government agencies around the country while students are enrolled in our programs and after graduation.

Our staff diligently works to help the student identify employers in his or her geographic area in order to advance the student’s employment prospects.

Students are encouraged to submit their resumes, cover letters, and writing samples to the NJU placement staff for review. Once the student’s personal information documents are finalized, they can be sent to prospective employers. NJU assists students in every step of this process including preparation of an application package and identification of potential employment opportunities.
“I just wanted to inform you that as a recently graduated student from the NPC Associate of Paralegal Studies program, I have obtained a paralegal position at Stanley & Woodard, PLC in Jonesboro, AR. The education I received at NPC has been greatly beneficial to me as a beginning paralegal. The help I received from Maggie Probst in constructing a resume, which was praised by my new employer, was greatly beneficial in beginning my career in the legal field as well. Thank you for running such a wonderful program which allows the non-traditional student, such as myself, to obtain the education needed to have a successful career. I am proud to call myself an NPC graduate. Thank you.”

Ashley Cates, NPC Graduate & Paralegal

“I am a very satisfied graduate of the paralegal certificate program. I found the entire program; course work, staff and students excellent more than I expected, and the pleasant interactive classroom environment set by each professor immediately stifled all my fears that this program may not be doable. Thank you again for all the energy you put into making sure all our academic needs are met.”

Yannique Carter, NPC Student

“I just wanted to take a moment to thank you all for the truly wonderful experience I’ve just had at NPC... Some of you I’ve only had one class with and others more than one, but each of you contributed to a memorable and life-changing experience. I have never taken any law classes before and my last formal class in anything was more than a decade ago, but I never felt intimidated or lost during any of my NPC classes. All material was presented in an easy-to-understand and comprehensive manner and I’d highly recommend this experience to anyone interested in pursuing a legal career. So thanks again everyone and now it’s off to preparing for the CLA exam in January!”

Doug Kuhn, NPC Graduate & Operations Assistant for UBM Canon in Los Angeles, CA

“I started out at the bottom of the ladder and went straight to the top, thanks to NPC! In 10 months, I earned a paralegal certificate while working full-time and raising a family. Everything you learn is applicable to your job as a paralegal. I used to be the one asking questions, because I didn’t know or understand various elements of the job. Now I’m the one that everyone comes to when they have questions, because I know the answers or I know how to find the answers! Thanks to the education that I received through NPC, I have literally doubled my pay, I now qualify for additional bonuses, and I have substantially increased my marketability to other companies!”

Jackie Dean-Swineburg, NPC Graduate

*All testimonials written regarding National Paralegal College, parent school of NJU*
“I have taken a few law classes in my previous college and I did not accomplish half of what I accomplished with one of NPC’s courses. I have no complaints or suggestions for any change. It has been and will continue to be a pleasure to be a part of an astonishing college with amazing people. Thank you!”

Jessica Marchiselli,
NPC Student

“I am learning a great deal about law and I know I will be an excellent paralegal and I have [NPC teachers] to thank. I am a forty year old guy who was forced make a change in my career and it was difficult for me and I wasn’t sure what field I wanted to study. I made the decision to study law and go to NPC and I feel that it was the best decision of my life. Having great teachers and going to a great school really makes a difference. I just thought you should know how I felt.”

Michael Terranova,
NPC Student

“My experience at National Paralegal College has been truly phenomenal. I am two classes away from graduating with my associates degree, and cannot say enough about the high quality of instruction I have received, across the board. All of the professors have gone above and beyond, to not only educate, but to teach the courseware in a way that makes it relatable and applicable to real life situations. I will finish having gained the necessary skills to work in the legal field as a competent and confident paralegal! Every course at NPC was challenging and thorough. Instructors, like Stephen Haas, have the knowledge and the intent to teach the material so that it is fun and interesting, and can be applied not only in theory, but in practice. The classroom environment is lively and interactive; I have made several good friends here that I will keep in touch with long after I graduate. Overall, my experience at NPC has made a huge difference in my life.”

Francine Wheeler,
NPC Student

“I got the job! Thank you so much for all your help with my cover letters and resume. He really liked the cover letter that you helped me with; it really stood out. I appreciate your help so much.”

Sasha Pelletier,
NPC Graduate & Paralegal

“I did enjoy my NPC classes and value the opportunity to have had a good overview of the legal world. It has definitely helped me to think more clearly, check the facts and regulations more often, and to write more carefully and persuasively.”

Rochelle Steimel
NPC Graduate
- INTERACTIVE CLASSROOMS AND ASSESSMENT TOOLS
- MULTIMEDIA LIVE ONLINE LECTURES
- DISCUSSION FORUMS
- LECTURES AVAILABLE IN AUDIO FORMAT
- PERSONAL LEXISNEXIS ACCOUNT
- ALL LIVE LECTURES ARE RECORDED FOR VIEWING AT YOUR CONVENIENCE
- JOB PLACEMENT ASSISTANCE AND RESUME REVIEW
- SELF-GUIDED TUTORIALS
- ATTEND CLASSES IN THE COMFORT OF YOUR OWN HOME OR OFFICE