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Legal Studies Bachelor of Science Degree (B.S.)

Course Requirements

MAJOR COURSES Qtr. hrs. credit

BUS231 Business Law I 4

Provides students with detailed knowledge of the laws relating to contracts, commerce, property, sales, negotiable instruments, and employment. Students develop an awareness of business situations requiring legal counsel and a familiarization with the overall structure of the legal system.

LAW100 Introduction to Law and the American Legal System 4

Students will be introduced to the United States legal system. The structure and administration of the state and federal courts are examined as well as the function of the trial and appellate courts. The sources of law will be discussed, and procedural and substantive law distinguished. Students will be introduced to the legal principles of torts, contracts, criminal, civil, and property law.

LAW200 Legal Ethics and Professional Values 4

The course will introduce students to the defining ethical issues that lawyers and the legal community face in various practice settings. Topics will include access to justice; issues in the attorney-client relationship, such as competence, confidentiality, and conflict of interest; and ethics in particular context, such as criminal practice, government, and corporate law.

Prerequisite: LAW100 or BUS231 or JUS100

LAW210 Legal Research 4

Students will locate and identify primary and secondary sources of law using traditional and computer-assisted research techniques, including Lexis, Westlaw, and the Internet. Students will use the databases to formulate searches, retrieve and display documents, and validate findings.

Prerequisite: LAW100 or BUS231 or JUS100

LAW220 Writing for Legal Professionals 4

Students will structure and draft legal case briefs, opinion letters, and memoranda of law in a logical, clear, concise manner. The course will stress proper grammar, organization, legal citation, and ethical considerations in legal writing. The students will learn appropriate writing style and tone, adapting the style/tone based on purpose of document and audience. The students will learn the use of outlines and charts in preparing to write legal documents.

Prerequisites: LAW210, ENG106

LAW230 Civil Litigation 4

Students will be introduced to the rules governing the civil litigation process in both the state and federal civil courts.

Topics will include all aspects of civil litigation, including preparation of pleadings, discovery methods, motion practice, trial documents, and the appellate process.

Prerequisite: LAW100 or BUS231

LAW310 Alternative Dispute Resolution 4

This course will explore the field of Alternative Dispute Resolution (ADR) by exploring the various mechanisms utilized to resolve disputes, including mediation and arbitration; the advantages and disadvantages of utilizing ADR as opposed to litigation; as well as the types and subjects where ADR is commonly employed. Students will engage in role plays throughout the course to demonstrate their knowledge of the various ADR options.

Prerequisite: LAW100 or BUS231 or JUS100

LAW410 Constitutional Law 4

A survey of U.S. constitutional issues as primarily interpreted by the U.S. Supreme Court. Topics include issues of government structure, including the powers of the three branches of government and checks and balances; separation of powers in the federal and state governments; and individual liberties and civil rights, including First Amendment freedom of speech, assembly, and religion, as well as the Equal Protection Clause.

Prerequisite: LAW100 or BUS231 or JUS100

LAW420 Real Property Law 4

This course will allow students to learn and explore fundamental topics related to the petition, ownership, and transfer of real property interest. Topics will include closings of residential property real estate financing, including mortgages and insurance, foreclosure, and short sales. Through a simulated real estate closing exercise, students will relate theory to practice and demonstrate their knowledge of the topics studied.

Prerequisite: LAW100 or BUS231

LAW430 Advanced Legal Research, Writing, and Advocacy 4

This course further develops and refines the research, analysis, citation, and writing skills introduced in Legal Research (LAW210) and Writing for Legal Professionals (LAW220) courses. Students will prepare either a complex trial brief or appellate brief, and present oral argument.

Prerequisite: LAW220

LAW483 Legal Studies Internship 4

Allows students to work in a position related to their course of study. Students integrate the skills and knowledge learned through their academic experiences and participate in focused online discussions and special online projects.

Prerequisite: BUS226

Legal Studies Electives* 16

BUSINESS COURSES

ACC110 Fundamentals of Accounting for Managers 4

Covers basic financial accounting elements, definitions, and statements. Students learn how to read and understand financial statements and how to use them in making financial business decisions.

BUS100 Business Organization and Management 4

Explores the nature and scope of business, examines its component parts, and describes how businesses are organized and managed. Students will learn about the various internal and external forces that comprise our business and economic system.

BUS226 Career Management Seminar 2

Explores career development opportunities and strategies. Stresses entry-level job requirements and upward career paths. Covers resume writing skills, interviewing techniques, and the importance of professionalism. Continues the student's orientation to Berkeley College's computer framework, which includes content collection and compiling a professional ePortfolio.

CIS115 Computer Applications 4

An introduction to computer technology with an emphasis on applications. Students learn how to use software packages, such as Microsoft Windows, Word, PowerPoint, and Excel. Includes an orientation to Berkeley College's computer framework, which includes Blackboard, content collection, and portfolio development.

CIS204 Database Management Systems 2

Hands-on experience with well-known database management software applications, such as Microsoft Access. Topics include an introduction to database programming, multiple database files, query files, reports, and the planning, development, and implementation of database systems.

Prerequisite: CIS115

LIBERAL ARTS COURSES**
ENG105 Expository Writing 4

An introduction to expository writing through a comprehensive survey of forms of composition. Students are taught to use words with precision, and strengthen their understanding and application of grammatical and rhetorical principles. Students are encouraged to appreciate and incorporate the principles of academic and professional writing.

ENG106 Writing Through Literature 4

Strengthens the writing, reading, and interpretive abilities introduced in ENG105. Encourages students to develop an appreciation and understanding of various works of literature, and utilize literature to enhance critical thinking and writing.

Prerequisite: ENG105

ENG115 Public Speaking 4

Designed to help students improve oral communication skills. Emphasis is placed on identifying good and poor speech habits, techniques for improving speech, oral interpretation, effective speech planning and delivery, and interpersonal communication.

Prerequisite: ENG106

ENG315 Writing for the Workplace 4

Explores a wide variety of professional and creative writing modes, from personal profiles to blogging and beyond. Students will build their reading, writing, and researching skills, while reinforcing the fundamental concepts and current developments associated with the areas of their respective majors.

Prerequisite: ENG106

GEC123 Introduction to Applied Psychology 4

A required course for first-quarter students that examines basic psychological concepts which can be helpful in adjusting to the college experience. Some of the subtopics covered include stress management, academic challenges, communication skills, time management, healthy relationships, positive thinking, conflict management, and balancing home/college/work.

HUM225 Introduction to Ethics 4

Introduction to the study of ethics and moral philosophy, including its historical development, the major figures within that history, and some of the ethical and moral issues that face us today. Introduces students to the ideas of great thinkers throughout history and encourages students' own thinking on various ethical and moral issues.

HUM355 Social Justice Philosophies 4

Explores a variety of influential philosophies for justice in society from a global perspective. Students will study systems of social justice to gain an understanding of how we may live together in social systems that serve the common good.

HUM360 Law and the Humanities 4

Examines the treatment of legal themes in literature, music, film, and other visual arts as part of a broader consideration of the relationship between the humanities and the law. Students will explore the ways that the humanities utilize different perspectives and aesthetic styles in the discussion of such legal themes as morality, justice, equality, and authority.

MAT211 College Algebra 4

Introduces students to solving problems by using geometric and algebraic approaches and appropriate technology. Topics include the Cartesian coordinate system, linear equations, absolute value, rational and exponential functions, systems of linear equations, and linear inequalities.

Prerequisite: CSK099 or placement

MAT215 Statistics I 4

An introduction to statistical methods and procedures. Students become acquainted with the collection, analysis, and presentation of quantitative data. Topics include basic concepts of probability, frequency distributions, binomial distributions, sampling theory, hypothesis testing, and regression and correlation.

Prerequisite: MAT211

SOC215 Introduction to Political Science 4

An overview of the American political system, the ideas that shaped it, and the conflicts that continue to redefine the relationship between people and political power.

SOC231 Human Relations in the Workforce

4

Students will develop the interpersonal skills known to be key ingredients for successful everyday interactions with coworkers, supervisors, and customers/clients at any work environment. Some major skill areas covered in the course include making a good impression with your employer, managing conflict with difficult coworkers, working on a team with diverse groups of people, providing exceptional service for customers/clients, and managing on-the-job stressors.

SOC310 Intercultural Communication

4

An introduction to the various cultural influences on communication. Emphasizes the obstacles and portals to effective communication. Students study the communication styles of different cultural groups, and learn to apply cultural perspectives to their daily interactions in business and in their lives.

Humanities Elective

4

Mathematics/Science Electives

8

Social Science Electives

8

Liberal Arts Electives

12

General Education Core Humanities Elective

4

General Education Core Mathematics/Science Elective

4

FREE ELECTIVES

12

180 QUARTER CREDIT HOURS REQUIRED FOR GRADUATION

In the final quarter most on-site courses are offered only during the late afternoon and early evening so as not to interfere with internships.

LEGAL STUDIES OPTIONS**Legal Administration Required Courses**

LAW260 Law Firm Communications and Technology

4

LAW330 Employment Law

4

LAW340 Law Firm Management and Administration

4

LAW460 Law Firm Financial Management

4

Business Required Courses

MGT220 Principles of Management

4

MGT346 Developing Managerial Competence

4

LAW330 Employment Law

4

LAW450 Intellectual Property Law

4

Elder Care Law Required Courses

LAW250 Wills, Trusts, and Estates

4

LAW320 Elder Care Law

4

LAW440 Contemporary Issues in Elder and Special Needs Law

4

HEA203 Ethical and Legal Aspects of Health Services

4

Students must achieve a grade of C or better in both ENG105 and ENG106 to remain in the program.

*8 Legal Studies elective credits must be at the 300/400 level. BUS331, IBS320, JUS220, JUS305, JUS403, and JUS404 can be used as Legal Studies Electives.

**12 Liberal Arts credits must be at the 300/400 level.

SAMPLE PROGRAM SEQUENCE

- 1 **B.S., Legal Studies New Jersey Program Statistics**
- 1 **B.S., Legal Studies New York Program Statistics**