

# CERTIFICATE - ADVANCED CIVIL PRACTICE PARALEGAL

---

The Advanced Civil Practice Certificate Program provides advanced instruction in civil litigation which will enable graduates to demonstrate at a higher level the competencies outlined by the American Association for Paralegal Education. Many students undertaking this program are changing careers and returning as non-traditional students. As such, they may not be able to maintain a full-time course load or they might not need to complete a full degree in Paralegal Studies to obtain a job in a law office. This program also meets the needs of students who are already practicing as paralegals, but their employers would like them to expand their knowledge base. This program will enable students who have already earned a Paralegal Certificate to earn an advanced certificate in the area of civil litigation.

## Programmatic Outcomes:

Students will develop skill in interpreting Federal and Maine rules of evidence and the application of case law to those rules. Interpretation includes examining the truth-finding function of the rules and other goals such as trial process efficiency, fairness, effective exercise of guided judicial discretion and regulation of some out of court behavior.

Students will demonstrate improved oral and written presentation skills.

## Required Courses

|                             |                                   |           |
|-----------------------------|-----------------------------------|-----------|
| PL 403                      | Advanced Legal Writing            | 3         |
| PL 404                      | Civil Litigation II               | 3         |
| Choose one of the Following |                                   | 3         |
| PL 302                      | Family Law                        |           |
| PL 405                      | Workers Compensation              |           |
| Choose one of the Following |                                   | 3         |
| BA 202                      | Business Law II                   |           |
| PL 304                      | Alternative Dispute Resolution II |           |
| Choose one of the Following |                                   | 3         |
| PL 301                      | Torts                             |           |
| PL 400                      | Evidence                          |           |
| PL 407                      | Legal Studies Capstone            |           |
| PL 498                      | Paralegal Internship              |           |
| <b>Total Hours</b>          |                                   | <b>15</b> |

Candidates for an Advanced Civil Practice Paralegal Certificate are required to complete a minimum of 15 semester credit hours maintaining a 2.0 overall cumulative grade point average. Successful completion of the Paralegal Certificate is required to enroll in this program.