

SPRING 2012 - ELECTIVE DESCRIPTIONS

C560 Analysis and Insight on the California Bar Exam – (2 units)

Prerequisites: Completion of 2nd year

This course is designed to familiarize students with the California Bar Exam. The class will review techniques and strategies for approaching the exam. Students will review and critique past essay, performance and MBE questions.

P301/P302/or P303 Clinical Education – (1, 2, or 3 units)

Prerequisites: Completion of 2nd year

There will be a **mandatory Clinical Education class on Tuesday, January 10, 2012 from 5-6 p.m. in Room TBD.** You must pick-up a Clinical Education packet in the Law School Office. Students need to review and bring the Clinical Education packet to the first class indicated above. Two to three classes will be scheduled at this time. During these classes guest speakers will share their insights on the practice of law. Each student must distribute a writing sample to the class that illustrates the type of legal work he or she is doing. Professor Rickett will model this activity during the first class. Students are required to attend **every** scheduled class. Students who miss a class, or who miss the first presentation by being late, will not receive Clinical Education units.

C554 Disability Law Clinic – (3 units – student option of 1, 2 or 3 units)

Prerequisites: Completion of 2nd year

Six law students are invited to work in the Disability Law Clinic, the area's primary resource for information and representation on the law as it pertains to people with disabilities, under the supervision of an attorney. Each student will be assigned several cases on which they will participate in all areas of case development from client interviews to court appearances. The cases assigned will all be in the area of Administrative Law. In addition to their work in the Disability Law Clinic, students will attend a class in Administrative Law as it relates to Disability Practice. Class discussion will incorporate issues raised in the text, student experience with the Law Clinic, and current developments in Administrative Law.

C552 Elder Law Clinic – (2 units)

Prerequisites: Completion of 1st year

This class provides students with real life client counseling opportunities with senior citizens. The clinic allows students to interact with clients, provide advice, follow-up, and direct clients to legal and non-legal resources. Students will draft legal documents and correspondence under the supervision of a practicing attorney. The clinic will provide the public with free legal advice.

C541A Immigration Law Clinic – (2 units)

Prerequisites: Completion of 2nd year

The immigration law clinic is designed to provide students with hands-on, practical experience working on U visa cases for victims of crime. Under the supervision of the professor, students will be responsible for all aspects of case management for the clients assigned to them. Responsibilities include performing client interviews, conducting legal analysis, gathering evidence, drafting and filing applications, and maintaining client correspondence. Students are expected to adhere to the rules of professional conduct at all times. This includes maintaining client confidentiality, interacting respectfully with clients, and pursuing all casework in a diligent and timely manner.

Spring 2012 - ELECTIVE DESCRIPTIONS

Page #2

C522 Law Office Management – (2 units)

Prerequisites: **Completion of 2nd year**

This course is intended to expose the student to the practical aspects of law practice management. This class discusses the financial and administrative aspects of owning and operating a law practice. Students learn to use computer programs for calendaring, docketing, client billing, litigation support, and document preparation. It shall include such items as location of office, trust accounting, soliciting clients, ethics, and law office technology. Students will learn some basic survival skills for law practice.

C527 Legal Skills – (2 units)

Prerequisites: **Completion of 2nd year**

This class is designed to improve students' analytical abilities and writing skills. In addition to class lectures, students will take six performance exams in class, under the three hour exam conditions. In the seven other classes, students will enhance writing and analytical skills, and develop practical lawyering skills.

C557 Self Help Access Center (SHAC) – (2 units)

Prerequisites: **Completion of 1st year**

This clinic provides students an opportunity to work with self-represented litigants. All cases are in the areas of family law. SHAC offers free legal services to persons who have a related case in Sonoma County. Students will meet individually with parties and assist them with all aspects of their family law needs: divorce, paternity, custody, support. Students will learn Legal Solutions, Disso Master, drafting of pleadings and local court practices. A supervising attorney will oversee the work.

P101/P102/or P103 Small Claims Advisory – (1, 2, or 3 units)

Prerequisites: **Completion of 2nd year**

Empire College is pleased to provide guidance to people involved in Small Claims matters. In agreement with the Sonoma County Superior Court, the law school operates an advisory which provides help to people with questions regarding small claims cases. Under the supervision of an experienced professor, students give information on the preparation and presentation of a small claims action. Walk-In and telephone assistance is available. Matters include landlord/tenant issues; automobile sales and repair; breach of contract and construction disputes.