

EMPIRE COLLEGE SCHOOL OF LAW

SYLLABUS

Course Name: SHAC (Self Help Access Center) CLINICAL

Professors: Becky Rasmason
Shelly Averill

When: Monday from 6:00 p.m. – 9:00 p.m. (first three sessions only, then 6:00 p.m. to 8:00 p.m.)

Where: Empire College (room 202)

Units: 2 Units

Grading: Pass/Fail

To obtain a passing grade, students must:

1. Attend 8 clinics and 3 trainings.
2. A minimum of 80% attendance is required (11 of 14 classes). This means that no more than 20 % of the total class hours can be missed.

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CLASS SCHEDULE

<u>Class</u>	<u>Assignment</u>
August 31, 2009 (training)	Read Sonoma County Local Rule 9 (Family Law). Download and print the local rules directly from the court's website (sonomasuperiorcourt.com). Classroom Discussion: Initiating an action vs. modifying an existing order. Conducting "Customer" interviews/evaluating needs. When to use Summons, Petition, Order to Show Cause and Notice of Motion. Service of Process. Fee Waivers. (3 hour class)
September 7, 2009	NO CLASS (Labor Day Holiday)
September 14, 2009 (training)	Read Family Code Sections 3002 through and including 3011. Classroom Discussion: Custody/Visitation motions. Family Court Services pre-mediation orientation, mediation sessions and recommendations. Substance abuse issues/drug testing requirements. Preparing declarations-format and content. (3 hour class)
September 21, 2009 (training)	Read Family Code Sections 4050 through and including 4053, 4055, 4061 and 4062. Classroom Discussion: Child Support motions. How child support is calculated in CA. Guideline Child Support/Dissomaster Program. Preparation of Income & Expense Declarations and required supporting documentation. Legal Solutions Judicial Council Form program training. Create Sample Client File and generate documents. (3 hour class)

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Class Schedule Continued

September 28, 2009	(clinic)
October 5, 2009	(clinic)
October 12, 2009	(clinic)
October 19, 2009	(clinic)
October 26, 2009	(clinic)
November 2, 2009	(clinic)
November 9, 2009	(clinic)
November 16, 2009	(clinic)
November 23, 2009	(clinic)
November 30, 2009	(clinic)
December 7, 2009	(make up class/clinic if needed)