

Empire College School of Law

SYLLABUS

Fall 2011

Course Name: SHAC (Self Help Access Center)

Course Number: C557

Professor: Becky Rasmason
Contact Info: becky@familylawcenter.info
707-836-7670 (office)

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.

Text: **SHAC Binder** must be purchased from the Empire College Bookstore.

CLASS SCHEDULE

Class	Assignment
August 29, 2011 (training)	Classroom Discussion: Local Court Rules. 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 5, 2011 (no school)	School holiday.
September 12, 2011 (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 19, 2011 (training)	Read Family Code Sections 4050 through and including 4053, 4055, 4061 and 4062. Classroom Discussion: Child Support and Spousal Support motions. How child support is calculated in CA. Guideline Child Support/Dissomaster Program. Preparation of Income & Expense Declarations and required supporting documentation. Final Judgments. Judicial Council Form software program training. Create Sample Client File and generate documents. (3 hour class)
September 26, 2011	(clinic)

Continued

Class Schedule Continued

October 3, 2011	(clinic)
October 10, 2011	(clinic)
October 17, 2011	(clinic)
October 24, 2011	(clinic)
October 31, 2011	(clinic)
November 7, 2011	(clinic)
November 14, 2011	(clinic)
November 21, 2011	(clinic)
November 28, 2011	(clinic)
December 5, 2011	Make-up class if needed