

# MASTER OF PROFESSIONAL STUDIES IN THE FIELD OF PARALEGAL STUDIES

Program Director: T. Marsh

George Washington University's ABA-approved master of professional studies in paralegal studies provides students with the knowledge and skills employers seek, including those in written and oral communication; critical thinking and analysis; problem-solving; technological savvy; and professionalism. Courses are designed in conjunction with the legal, governmental, business, financial, and international communities to ensure they are relevant and marketable. As a result, program graduates are prepared to work in demanding legal environments.

[Visit the](https://www.cps.gwu.edu/paralegal-studies-master-professional-studies/) program website (<https://www.cps.gwu.edu/paralegal-studies-master-professional-studies/>) [for additional information.](#)

## ADMISSIONS

Admission deadlines: Fall Priority Deadline - May 1

Fall Final Deadline - August 1

Spring Priority Deadline - October 1

Spring Final Deadline - December 1

Recommendations: One (1) recommendation (preferably from a current supervisor)

Prior academic records: Transcripts are required from all colleges and universities attended, whether or not credit was earned, the program was completed, or the credit appears as transfer credit on another transcript. Unofficial transcripts from all colleges and universities attended should be uploaded to your online application. Official transcripts are required only of applicants who are offered admission.

Transcripts from institutions outside the United States must be accompanied by an official transcript evaluation from an accredited independent evaluating agency. Please be sure you request a detailed, course-by-course evaluation that includes all course titles, credit hours, grade-point average (GPA), United States degree equivalency, and date of degree conferral. Please see the list of acceptable international credential evaluation services (<https://www.naces.org/members.php>).

Statement of purpose: In an essay of 250-500 words, state your purpose in undertaking graduate study in this field and describe your academic objectives, research interests, and career plans. Also, discuss your related qualifications, including collegiate, professional, and community activities, as well as any other substantial accomplishments not already mentioned on the application form.

Additional requirements: A resumé.

International applicants only: Please review International Applicant Information (<https://www.cps.gwu.edu/international-student-admissions> (<https://www.cps.gwu.edu/international-student-admissions/>)) carefully for details on required documents, earlier deadlines for applicants requiring an I-20 or DS-2019 from GW, and English language requirements.

### Supporting documents not submitted online should be mailed to:

College of Professional Studies – Office of Admission  
Alexandria Education Center  
413 John Carlyle Street, Suite 250  
Alexandria, VA 22314

### Contact for questions:

CPS Office of Admission  
[applycps@gwu.edu](mailto:applycps@gwu.edu) ~ 571-553-0100 (phone) ~ 202-242-1047 (fax)  
8:30 am – 5:00 pm EST, Monday through Friday

## REQUIREMENTS

The following requirements must be fulfilled: 32 credits in required courses.

Code	Title	Credits
<b>Required</b>		
PSLX 6210	American Jurisprudence	
PSLX 6211	Legal Research and Writing	
PSLX 6212	Litigation	
PSLX 6214	Administrative Law	
PSLX 6215	Government Contracts Law	
PSLX 6223	Contracts	
PSLX 6224	Advanced Legal Writing	
PSLX 6225	Business Entities	
PSLX 6226	International Law	
or PSLX 6230	Advanced Topics in Paralegal Studies	
PSLX 6227	Intellectual Property Law	
PSLX 6294	Independent Research in Legal Studies	
PSLX 6298	Paralegal Practicum	

### Independent study option

With the approval of the program director, students can choose to take an independent study in place of one of the required courses listed above.

PSLX 6240

Independent Study

[See CPS regulations for additional information regarding enrollment status and time limits.](#)

## COURSES

### Explanation of Course Numbers

- Courses in the 1000s are primarily introductory undergraduate courses
- Those in the 2000s to 4000s are upper-level undergraduate courses that can also be taken for graduate credit with permission and additional work assigned
- Those in the 6000s and 8000s are for master's, doctoral, and professional-level students
- The 6000s are open to advanced undergraduate students with approval of the instructor and the dean or advising office

#### **PSLX 3213. Argument and Logic. 4 Credits.**

Articulating strong arguments by recognizing weaknesses and fallacies in problematic arguments and dissecting effective arguments.

#### **PSLX 3216. The U.S. Constitution. 4 Credits.**

The structure of the U.S. government, federalism, individual and civil liberties, and the Constitutional underpinnings of the justice system.

#### **PSLX 3230. Topics in Family Law. 3 Credits.**

This special topic course is designed to provide an in-depth exploration of specific areas within paralegal studies.

#### **PSLX 3240. Independent Study. 1-3 Credits.**

Provides motivated and self-directed students with the opportunity to explore specific areas of paralegal studies in-depth.

#### **PSLX 6210. American Jurisprudence. 3 Credits.**

An introduction to the foundations, theories, history, and applications of the American legal system; local, state, and federal courts and sources of law; and ethics and professionalism issues of especial importance to paralegals.

#### **PSLX 6211. Legal Research and Writing. 3 Credits.**

Fundamentals of legal research using print and online tools.

#### **PSLX 6212. Litigation. 3 Credits.**

Legal technology and the rules of court, procedure, and evidence; technical and substantive skills necessary for effective litigation support.

#### **PSLX 6214. Administrative Law. 3 Credits.**

An introduction to administrative and regulatory law; history and development of administrative law; agency, due process, agency actions, administrative investigation and hearings, and judicial review.

#### **PSLX 6215. Government Contracts Law. 3 Credits.**

The law of procuring, forming, and executing government contracts, including drafting and litigation; competition requirements, contract changes, and contract terminations; researching and drafting documents common to a government contracts practice.

#### **PSLX 6223. Contracts. 3 Credits.**

Contract elements, their attendant legal ramifications, and the processes necessary to make such determinations. Development of legal reasoning skills in evaluating issues arising from contract law.

#### **PSLX 6224. Advanced Legal Writing. 3 Credits.**

Advanced legal writing techniques and drafting for legal practice. Legal writing in plain English; strategies for effective writing; emphasis on legal memoranda, legal correspondence, and preparing and drafting legal pleadings and documents for court. Refines and advances skills in written legal analysis and legal citation.

#### **PSLX 6225. Business Entities. 3 Credits.**

Overview of business organizations, including partnerships, limited liability companies, and corporations. Key concepts applicable to business organizations, including regulation, business formation, document preparation. Application of legal analysis within the context of business entities and other topics applicable to paralegals in all disciplines.

#### **PSLX 6226. International Law. 3 Credits.**

Introduction and survey of international law, including international trade law and litigation. Rules and principles governing relations among sovereign states, international organizations, and sources of international law. Analysis of the rules and customs for handling international trade. International courts and tribunals; overview of the treaties, customary principles, and institutional structures governing international human rights law.

#### **PSLX 6227. Intellectual Property Law. 3 Credits.**

Introduction to the legal structure of an intellectual property practice. Trademarks, copyrights, and patents and the supporting practice concomitant to each element. Analysis of the processes, supporting documentation, laws, and rules regarding patent prosecution and litigation. This course complements and builds upon the legal issues and analysis introduced in the courses on contracts, business entities, and litigation.

#### **PSLX 6230. Advanced Topics in Paralegal Studies. 3 Credits.**

Topics vary by semester. Can be repeated for credit provided the topic differs. Consult the Schedule of Classes for more details.

#### **PSLX 6240. Independent Study. 1-3 Credits.**

Provides motivated and self-directed students with the opportunity to explore specific areas of paralegal studies in-depth.

#### **PSLX 6294. Independent Research in Legal Studies. 2 Credits.**

Guided, independent research to demonstrate the higher level of competency in research, analysis, writing, and oral presentation. Restricted to students in the MPS in paralegal studies programs.

**PSLX 6298. Paralegal Practicum. 1-3 Credits.**

Students work in legal environments while completing their studies, taking active roles to obtain, manage, and maximize the value of their positions. Restricted to students in the MPS in paralegal studies program.