MASTER OF PROFESSIONAL STUDIES IN THE FIELD OF PARALEGAL STUDIES

Program Director T. Marsh

The master of professional studies in the field of paralegal studies is an advanced credential for those who wish to lead the profession in a variety of settings such as law, finance, insurance, consulting, and health care. The program curriculum balances a focus on analysis and critical thinking with the applied skills that employers seek, such as written and oral communication, research, and managing complex tasks and teams.

Students complete the 32-credit program in four semesters.

GW's College of Professional Studies also offers an 18-credit graduate certificate in paralegal studies (http://bulletin.gwu.edu/professional-studies/certificate-programs/paralegal-studies/), which is completed in two semesters.

The 24-credit graduate certificate California paralegal studies (http://bulletin.gwu.edu/professional-studies/certificate-programs/california-paralegal-studies/) complies with the law mandating that paralegals practicing in California must possess certain credentials. The certificate includes a highly recommended course on California law, practice, and ethics and typically is completed in three or four semesters.

Credits earned in both graduate certificate programs may be applied toward master's degree requirements.

The dual master of professional studies in paralegal studies and graduate certificate in healthcare corporate compliance (http://bulletin.gwu.edu/professional-studies/certificate-programs/healthcare-corporate-compliance/) provides a solid legal education and coursework in healthcare corporate compliance that is accredited by the Compliance Certification Board (https://www.compliancecertification.org/AboutCCB.aspx).

Students may attend classes in the evenings at the GW Graduate Education Center in Alexandria, VA, at GW's Foggy Bottom Campus in Washington, DC, or online.

Visit the program website (https://cps.gwu.edu/paralegal-studies-master-professional-studies/) for additional information.

ADMISSIONS

Admission deadlines:

- Fall Priority Deadline - April 15
- Fall Final Deadline - June 15
- Spring Priority Deadline - August 1
- Spring Final Deadline - October 1

Recommendation: 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 résumé.

International applicants only:

Please review International Applicant Information (https://graduate.admissions.gwu.edu/international-student-application-requirements/) 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
The George Washington University
44983 Knoll Square, Suite B56
Ashburn, VA 20147

Contact for questions:

CPS Office of Admissions
applycps@gwu.edu ~ 703-299-9142 (phone) ~ 703-299-4144 (fax)
8:30 am - 5:00 pm EST, Monday through Friday
REQUIREMENTS

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

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Required</td>
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<tr>
<td>PSLX 6210</td>
<td>American Jurisprudence</td>
<td>3</td>
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<tr>
<td>PSLX 6211</td>
<td>Legal Research and Writing</td>
<td>3</td>
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<tr>
<td>PSLX 6212</td>
<td>Litigation</td>
<td>3</td>
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<tr>
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<td>Administrative Law</td>
<td>3</td>
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<tr>
<td>PSLX 6215</td>
<td>Government Contracts Law</td>
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<tr>
<td>PSLX 6223</td>
<td>Contracts</td>
<td>3</td>
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<tr>
<td>PSLX 6224</td>
<td>Advanced Legal Writing</td>
<td>3</td>
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<tr>
<td>PSLX 6225</td>
<td>Business Entities</td>
<td>3</td>
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<tr>
<td>PSLX 6226</td>
<td>International Law</td>
<td>3</td>
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<td>PSLX 6227</td>
<td>Intellectual Property Law</td>
<td>3</td>
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<tr>
<td>PSLX 6294</td>
<td>Independent Research in Legal Studies</td>
<td>3</td>
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<tr>
<td>PSLX 6298</td>
<td>Paralegal Practicum</td>
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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-division undergraduate courses that can also be taken for graduate credit with permission and additional work
- 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 3210. Introduction to the U.S. Legal System. 4 Credits.

PSLX 5099. Variable Topics. 1-99 Credits.

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 6213. Corporations and Contracts Law. 3 Credits.

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 6228. California Law and Practice. 3 Credits.
Overview of the state of California’s government and court structures, rules of court, litigation support procedures and technology, and professional ethics. May be used to satisfy the California paralegal continuing legal education requirement.

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. 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.