

# Legal Studies

**Department Chair: W. Brent Bullock**

Office: WB 243  
Telephone: 801-863-8134

**Faculty:**

Professor

Ellen Hall Loveland  
Hugh J. Rode

Associate Professor

W. Brent Bullock  
Curtis D. Fillmore  
Jill Jaspersen

Assistant Professor

Stott Harston  
Carolyn Howard  
Sandy McGunigall-Smith

Advisor: Bobbi Gren  
Office: WB 247  
Telephone: 801-863-8489  
E-mail: grenbo@uvsc.edu

Director of Forensic Science: Gary Naisbitt  
Office: WB 247  
Telephone: 801-863-8489

**Paralegal Studies Advisory Committee:**

Chair: David Sam, Federal Judge, District Court; W. Brent Bullock, Legal Studies Faculty Member, UVSC; Steve Averett, Central Utah Bar Association President, Practicing Attorney, and J. Reuben Clark Law School Librarian; Jonathan Golightly, Paralegal, Altiris, Inc.; Grant L. Anderson, Federal Court Certified Interpreter; Denise B. Bird, Paralegal Supervisor, Nature's Sunshine Products, Inc.; Lesleigh Toews, Utah State Courts, Public Sector Paralegal.

**School of Business**

Dean: Stanley Earl Jenne, Ph.D.  
Office: WB 128b  
Telephone: 801-863-8239

Associate Dean: Janice Gygi  
Office: WB 219  
Telephone: 801-863-8863

Assistant Dean: Mikki O'Connor  
Office: WB 129  
Telephone: 801-863-8850

**CAREER OPPORTUNITIES**

For those trained as paralegals, many

opportunities exist for employment in traditional private law firms, federal or state governmental agencies, legal departments of corporations, banks, insurance companies and other businesses, such as title companies, mortgage companies, law libraries, legal service/legal aid offices, legal clinics, law offices handling criminal defense or prosecution work, and law departments of special interest groups or associations. Paralegals are non-lawyers who work under the close supervision of attorneys.

For those trained in criminal justice, opportunities exist in law enforcement, DEA agent, FBI agent, corrections officer, security officer, private investigator, game law enforcement officer, immigration inspector, Alcohol/Tobacco/Firearms inspector, United States trustee, Internal Revenue officer, Border Patrol agent, Consumer Safety inspector, and other fields depending on chosen option.

The UVSC Legal Studies Department has the only paralegal training program in Utah approved by the American Bar Association.

**PROGRAMS**

Students in Legal Studies may receive certification in the Utah Law Enforcement Academy; an Associate in Science Degree in Criminal Justice or Paralegal Studies; a Bachelor of Science Degree in Criminal Justice or Paralegal Studies or a Bachelor of Science Degree in Forensic Science.

**ADMISSION REQUIREMENTS**

In addition to applying for admission to Utah Valley State College, paralegal students must meet the following admission requirements:

1. Submit Compass Test scores to the Legal Studies advisor for evaluation. Applicants who score below the required level must register for additional courses in English, reading and/or math.
2. Meet with the Legal Studies advisor.

**Cooperative Education**

Cooperative education or an internship is required for paralegal students. A total of eight credits may be applied toward graduation.

Department objectives for paralegal majors:

1. Every paralegal student must be competent in legal research, litigation, document production, and interviewing.
2. Advanced technology is prevalent in most law offices; and legal assistants are required to not only be computer literate,

but also be able to use software, to develop specific computer applications, to handle spreadsheet analyses, and to conduct database searches.

3. Students are able to select advanced classes in legal specialty areas that appeal to them.
4. Students are required to have actual work experience as part of their training.
5. Students should demonstrate high ethical standards and conduct.

**Law Enforcement Academy**

Director: Steve DeMille  
Office: WB 254  
Telephone: 801-863-8062  
E-mail: demillst@uvsc.edu

Utah Valley State College is a sanctioned provider of the Utah Law Enforcement Academy, the basic training program for certification of law enforcement officers. The academy is divided into two modules. The first, or core, provides training required for certification of reserve officers, corrections, or special function officers. The second module continues with training for certification of an officer with full police powers (police, deputy sheriff, Utah Highway Patrol).

**AA/AS Pre Major in Criminal Justice**

**60 Credits**

<b>General Education Requirements:</b>		<b>35 Credits</b>
• ENGL 1010	Introduction to Writing	3.0
• ENGL 2010	Intermediate Writing--Humanities/Social Sciences	3.0
or ENGL 2020	Intermediate Writing--Science and Technology (3.0)	
Complete one of the following:		3.0
• MATH 1030	Quantitative Reasoning (3.0)	
• MATH 1040	Introduction to Statistics (3.0)	
• MATH 1050	College Algebra (4.0)	
Complete one of the following:		3.0
• HIST 1700	American Civilization (3.0)	
• HIST 2700	US History to 1877 (3.0)	
and HIST 2710	US History since 1877 (3.0)	
• ECON 1740	US Economic History (3.0)	
• POLS 1000	American Heritage (3.0)	
• POLS 1100	American National Government (3.0)	
Complete the following:		
• PHIL 2050	Ethics and Values	3.0
• HLTH 1100	Personal Health and Wellness (2.0)	
or PES 1097	Fitness for Life	2.0
Distribution Courses		
• Biology		3.0
• Physical Science		3.0
• Additional Biology or Physical Science		3.0
• Humanities Distribution		3.0
• Fine Arts Distribution		3.0
• Social/Behavioral Science		3.0
<b>Discipline Core Requirements:</b>		<b>15 Credits</b>
• CJ 1010	Introduction to Criminal Justice	3.0
• CJ 1340	Criminal Investigations	3.0
• CJ 1350	Introduction to Forensic Science	3.0
• CJ 1330	Criminal Law	3.0
• CJ 2350	Laws of Evidence	3.0
<b>Elective Requirements:</b>		<b>10 Credits</b>
• FOR AA DEGREE:	Must be Foreign Language	10.0
or FOR AS DEGREE:	Electives may consist of any Criminal Justice (CJ) or Paralegal (LEGL) course that is not part of the core requirements.	10.0

**Graduation Requirements:**

1. Completion of a minimum of 60 semester credits.
2. Overall grade point average of 2.0 (C) or above. (Departments may require a higher GPA.)
3. Residency hours: Minimum of 20 credit hours through course attendance at UVSC

# Legal Studies

- 4 For the AA degree, completion of 10 credit hours of course work from one language.
- 5 Must have a grade of C- or higher in all core and elective requirements.

## AS Pre Major in Paralegal Studies 62 CREDITS

**General Education Requirements: 35 Credits**

- ENGL 1010 Introduction to Writing 3.0
- ENGL 2010 Intermediate Writing--Humanities/Social Sciences 3.0

Complete one of the following: 3.0

- MATH 1030 Quantitative Reasoning (3.0)
- MATH 1040 Introduction to Statistics (3.0)
- MATH 1050 College Algebra (4.0)

Complete one of the following: 3.0

- HIST 2700 US History to 1877 (3.0)
- and HIST 2710 US History since 1877 (3.0)
- HIST 1700 American Civilization (3.0)
- ECON 1740 US Economic History (3.0)
- POLS 1000 American Heritage (3.0)
- POLS 1100 American National Government (3.0)

Complete the following:

- PHIL 2050 Ethics and Values 3.0
- HLTH 1100 Personal Health and Wellness 2.0
- or PES 1097 Fitness for Life (2.0)

**Distribution Courses**

- Biology 3.0
- Physical Science 3.0
- Additional Biology or Physical Science 3.0
- Humanities Distribution 3.0
- Fine Arts Distribution 3.0
- Social/Behavioral Science 3.0

**Discipline Core Requirements: 21 Credits**

- LEGL 1000 Law and the Paralegal 3.0
- LEGL 1110 Civil Litigation and Preparation 4.0
- LEGL 1220 Legal Research in the Library 3.0
- CJ 1330 Criminal Law 3.0
- LEGL 2190 Legal Ethics 2.0
- LEGL 2300 Computerized Legal Research 3.0
- LEGL 2330 Computer Applications in Law 3.0

**Elective Requirements: 6 Credits**

- Electives may consist of AIM 1050 and any Paralegal (LEGL) course that is not part of the core requirements.

**Graduation Requirements:**

- 1 Completion of a minimum of 62 or more semester credits
- 2 Overall grade point average of 2.0 (C) or above. Must have a grade of C+ or higher in all Core and elective requirements.
- 3 Residency hours: Minimum of 20 credit hours though course attendance at UVSC. At least 12 of these credits must be in LEGL or CJ courses.
- 4 Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.

## BS in Criminal Justice 120 CREDITS

**General Education Requirements: 35 Credits**

- ENGL 1010 Introduction to Writing 3.0
- ENGL 2010 Intermediate Writing--Humanities/Social Sciences 3.0

or ENGL 2020 Intermediate Writing--Science and Technology (3.0)

Complete one of the following: 3.0

- MATH 1030 Quantitative Reasoning (3.0)
- MATH 1040 Introduction to Statistics (3.0)
- MATH 1050 College Algebra (4.0)

- One course that requires MATH 1050 as a prerequisite (excluding MATH 1060)
- An Advanced Placement (AP) Mathematics Test with a score of 3 or higher

Complete one of the following: 3.0

- HIST 2700 US History to 1877 (3.0)
- and HIST 2710 US History since 1877 (3.0)
- ECON 1740 US Economic History (3.0)
- POLS 1000 American Heritage (3.0)
- POLS 1100 American National Government (3.0)

Complete the following:

- PHIL 2050 Ethics and Values 3.0
- HLTH 1100 Personal Health and Wellness 2.0
- or PES 1097 Fitness for Life (2.0)

**Distribution Courses**

- Biology 3.0
- Physical Science 3.0
- Additional Biology or Physical Science 3.0
- Humanities Distribution 3.0
- Fine Arts Distribution 3.0
- Social/Behavioral Science 3.0

**Discipline Core Requirements: 67 Credits**

- CJ 1010 Introduction to Criminal Justice 3.0
- CJ 1340 Criminal Investigations 3.0
- CJ 1350 Introduction to Forensic Science 3.0
- CJ 1300 Introduction to Corrections Process 3.0
- CJ 1330 Criminal Law 3.0
- CJ 2330 Juvenile Justice 3.0
- CJ 2350 Laws of Evidence 3.0
- CJ 3270 Criminology 3.0
- CJ 3300 Victimology 3.0
- CJ 3400 Drugs and Crime 3.0
- SOC 3010 Statistics for the Behavioral Sciences 4.0
- CJ 4160 Constitutional Rights and Responsibilities 3.0

- CJ 4200 Ethical Issues in Criminal Justice 3.0
- CJ 4700 Comparative Criminal Justice Systems 3.0

- CJ 4880 Qualitative Research Methods in Criminal Justice 3.0
- CJ 4990 Criminal Justice Senior Seminar 3.0
- AIM 1050 Basic Computer Applications 3.0

or Business Proficiency Exam \*

Choose one of the three options below: 15.0

**Law Enforcement Option**

- CJ 1390 Police Field Operations (3.0)
- CJ 3020 Criminal Justice Management (3.0)
- CJ 3040 Community Policing (3.0)
- CJ 3390 Traffic Theory (3.0)

• Electives (choose from upper-division CJ courses)

**Corrections Option**

- CJ 3020 Criminal Justice Management (3.0)
- CJ 3060 Corrections in the Community (3.0)
- CJ 3140 Corrections Law (3.0)
- CJ 3360 Prisons--Contemporary Issues and Dilemmas (3.0)

• Electives (choose from upper-division CJ courses)

**Criminal Law Option**

- Upper-division LEGL courses

**Elective Requirements: 18 Credits**

- Complete any 1000 course or higher 18.0

**Graduation Requirements:**

- 1 Completion of a minimum of 120 or more semester credits with 40 semester credits from 3000- and 4000-level courses.
  - 2 Overall grade point average of 2.0 (C) or above. Must have a grade of C- or higher in all core and elective requirements.
  - 3 Residency hours: Minimum of 30 credit hours of School of Business courses through course attendance at UVSC, with at least 10 hours earned in the last 45 hours.
  - 4 Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.
- Footnotes:**
- \* Students will be required to complete the business computer proficiency exam with a score of 80 percent or higher on each module or complete the AIM 1050 course or AIM 105A-F modules as necessary with a score of 80 percent or higher in each of the six

## BS in Forensic Science 121 CREDITS

**General Education Requirements: 38 Credits**

- ENGL 1010 Introduction to Writing 3.0
- ENGL 2020 Intermediate Writing--Science and Technology 3.0

Complete one of the following: 3.0

- MATH 1050 College Algebra 4.0

Complete one of the following: 3.0

- HIST 1700 American Civilization (3.0)
- HIST 2700 US History to 1877 (3.0)
- and HIST 2710 US History since 1877 (3.0)
- ECON 1740 US Economic History (3.0)
- POLS 1000 American Heritage (3.0)
- POLS 1100 American National Government (3.0)

Complete the following:

- PHIL 2050 Ethics and Values 3.0
- HLTH 1100 Personal Health and Wellness (2.0)
- or PES 1097 Fitness for Life 2.0

**Distribution Courses:**

- BIOL 1010 General Biology 3.0
- CHEM 1210 Principles of Chemistry I 4.0
- CHEM 1220 Principles of Chemistry II 4.0
- COMM 1020 Public Speaking (Recommended for Humanities Distribution) 3.0
- ART 1050 Photography I (Recommended for Fine Arts Distribution) 3.0
- CJ 1010 Introduction to Criminal Justice 3.0

**Discipline Core Requirements: 62 Credits**

**Forensic Science Foundational Courses:**

- CJ 1330 Criminal Law 3.0
- CJ 1340 Criminal Investigations 3.0
- CJ 1350 Introduction to Forensic Science 3.0
- CJ 135L Introduction to Forensic Science Laboratory 1.0

- CJ 2350 Laws of Evidence 3.0
- CJ 3880 Professional Practices for the Forensic Scientist 3.0

Complete the following:

- BIOL 1015 General Biology Laboratory 1.0
- CHEM 1215 Principles of Chemistry I Laboratory 1.0
- CHEM 1225 Principles of Chemistry II Laboratory 1.0
- CHEM 2310 Organic Chemistry I 4.0
- CHEM 2315 Organic Chemistry I Laboratory 1.0
- CHEM 2325 Organic Chemistry II Laboratory 1.0
- CHEM 2320 Organic Chemistry II 4.0
- PHYS 2010 College Physics I 4.0
- PHYS 2015 College Physics I Lab 1.0
- MATH 1210 Calculus I 5.0
- MATH 2040 Principles of Statistics 4.0
- CJ 3500 Footwear Impression Evidence 3.0
- or CJ 3520 Tire Imprint Evidence (3.0)
- CJ 3540 Forensic Trace Analysis I 3.0
- CJ 3700 Fingerprint Examination I 3.0
- CJ 3820 Crime Scene Investigation Techniques I 3.0

- CJ 382L Crime Scene Investigation Techniques Laboratory I 1.0
- CJ 3860 Forensic Microscopy 3.0
- ART 2450 Digital Imaging 3.0

**Elective Requirements: 21 Credits**

Complete 12 credits from the following courses: 12.0

- CJ 3500 Footwear Impression Evidence (3.0)
- CJ 3520 Tire Imprint Evidence (3.0)
- CJ 3550 Forensic Trace Analysis II (3.0)
- CJ 3720 Fingerprint Examination II (3.0)
- CJ 3740 Fingerprint Examination III (3.0)
- CJ 3780 Bloodstain Pattern Analysis (3.0)
- CJ 3800 Computer Forensics and Cyber Crime (3.0)

- CJ 3850 Marijuana Identification Certificate (3.0)
- CJ 4400 Forensic Chemist (3.0)
- CJ 440L Forensic Chemist Laboratory (1.0)
- CJ 443R Directed Research in Forensic Science (2.0)

- CJ 482R Internship (2.0)
- CHEM 3000 Analytical Chemistry (4.0)
- CHEM 3600 Biological Chemistry (3.0)
- CHEM 3605 Biochemistry Laboratory (1.0)
- CHEM 3700 Forensic Chemistry (3.0)
- CHEM 4000 Instrumental Analysis (2.0)
- CHEM 4005 Instrumental Analysis Laboratory (2.0)

- ENGL 4310 Advanced Technical Communication (3.0)
- GEO 3400 Forensic Geology (4.0)

Complete 9 credits of any courses 3000 or higher 9.0

**Graduation Requirements:**

- 1 Completion of a minimum of 121 or more semester credits.
- 2 Overall grade point average of 2.0 (C) or above (departments may require a higher GPA).
- 3 Residency hours: minimum of 30 credit hours through course attendance at UVSC, with at least 10 hours earned in the last 45 hours.
- 4 Completion of GE and specified departmental requirements.

**BS in Paralegal Studies 120 CREDITS**

**General Education Requirements: 35 Credits**

- ENGL 1010 Introduction to Writing 3.0
- ENGL 2010 Intermediate Writing--Humanities/Social Sciences 3.0

or ENGL 2020 Intermediate Writing--Science and Technology (3.0)

Complete one of the following: 3.0

- MATH 1030 Quantitative Reasoning (3.0)
- MATH 1040 Introduction to Statistics (3.0)
- MATH 1050 College Algebra (4.0)

- One course that requires MATH 1050 as a prerequisite (excluding MATH 1060)
- An Advanced Placement (AP) Mathematics Test with a score of 3 or higher

Complete one of the following: 3.0

- HIST 2700 US History to 1877 (3.0)
- and HIST 2710 US History since 1877 (3.0)
- HIST 1700 American Civilization (3.0)
- ECON 1740 US Economic History (3.0)
- POLS 1000 American Heritage (3.0)
- POLS 1100 American National Government (3.0)

Complete the following:

- PHIL 2050 Ethics and Values 3.0
- HLTH 1100 Personal Health and Wellness 2.0
- or PES 1097 Fitness for Life (2.0)

**Distribution Courses**

- Biology 3.0
- Physical Science 3.0
- Additional Biology or Physical Science 3.0

**Discipline Core Requirements: 67 Credits**

• Humanities Distribution	3.0
• Fine Arts Distribution	3.0
• Social/Behavioral Science	3.0
<b>Discipline Core Requirements:</b>	<b>66 Credits</b>
• AIM 1050 Basic Computer Applications	3.0
• MGMT 2250 Job Application and Advancement Skills	1.0
or MGMT 3890 Career Preparation (2.0)	
• LEGL 1000 Law and the Paralegal	3.0
• LEGL 1110 Civil Litigation and Preparation	4.0
• LEGL 1220 Legal Research in the Library	3.0
• CJ 1330 Criminal Law	3.0
• LEGL 2190 Legal Ethics	2.0
• LEGL 2300 Computerized Legal Research	3.0
• CJ 2350 Laws of Evidence	3.0
• LEGL 2330 Computer Applications in Law	3.0
• LEGL 3000 Business Law	3.0
• LEGL 489R Internship	2.0
• CJ 4160 Constitutional Rights and Responsibilities	3.0
• SOC 3200 Race and Minority Relations	3.0
• LEGL 3320 Family Law	3.0
• LEGL 4150 Probates and Estates	3.0
Area of Specialization:	21.0
• Any LEGL course (Pre-approved by Advisor; 12 credit hours must be upper-division courses; must be completed with a grade of "C+" or better)	
<b>Elective Requirements:</b>	<b>19 Credits</b>
• ELECTIVES (Pre-approved by Advisor; 9 credits must be upper division courses)	19.0
<b>Graduation Requirements:</b>	
1 Completion of a minimum of 120 or more semester credits with 40 semester credits from 3000 and 4000 level courses.	
2 Overall grade point average of 2.0 (C) or above. Must have a grade of (C+) or higher in all core and elective requirements.	
3 Residency hours-- minimum of 30 credit hours of School of Business courses through course attendance at UVSC, with at least 10 hours earned in the last 45 hours.	
4 Completion of GE and specified departmental requirements. Students are responsible for completing all prerequisite courses.	

**Minor in Criminal Justice 24 CREDITS**

<b>Matriculation Requirements:</b>	
1 Admitted to a bachelor degree program at UVSC.	
<b>Discipline Core Requirements:</b>	<b>12 Credits</b>
• CJ 1010 Introduction to Criminal Justice	3.0
• CJ 1340 Criminal Investigations	3.0
• CJ 1330 Criminal Law	3.0
• CJ 2350 Laws of Evidence	3.0
<b>Elective Requirements:</b>	<b>12 Credits</b>
• Complete 12 credits from any CJ upper-division courses	12.0
<b>Graduation Requirements:</b>	
1 Overall grade point average of 2.5 in all School of Business (CJ) courses and no grade lower than a C- in CJ specialty core and elective courses.	

**Minor in Paralegal Studies 23 CREDITS**

<b>Matriculation Requirements:</b>	
1 Admitted to a bachelor degree program at UVSC.	
<b>Discipline Core Requirements:</b>	<b>14 Credits</b>
• LEGL 1000 Law and the Paralegal	3.0
• LEGL 1220 Legal Research in the Library	3.0
• LEGL 2190 Legal Ethics	2.0
• LEGL 2300 Computerized Legal Research	3.0
• LEGL 3000 Business Law	3.0
<b>Elective Requirements:</b>	<b>9 Credits</b>
Choose 9 credits from the following:	9.0
• LEGL 3150 Survey of Dispute Resolution (3.0)	
• LEGL 3320 Family Law (3.0)	
• LEGL 3530 Employment and Labor Law (3.0)	
• LEGL 3650 Torts and Personal Injury Law (3.0)	
• LEGL 4130 Bankruptcy and Collections (3.0)	
• LEGL 4150 Probates and Estates (3.0)	
• LEGL 4160 Contract Law (3.0)	
<b>Graduation Requirements:</b>	
1 Overall grade point average of 2.5 in all School of Business (LEGL) courses and no grade lower than a C+ in LEGL specialty core and elective courses.	