

El Paso Community College
Syllabus
Part II
Official Course Description

SUBJECT AREA	<u>Paralegal</u>
COURSE RUBRIC AND NUMBER	<u>LGLA 1343</u>
COURSE TITLE	<u>Bankruptcy</u>
COURSE CREDIT HOURS	<u>3 3 : 0</u> Credits Lec Lab

I. Catalog Description

Presents fundamental concepts of bankruptcy law and procedure including individual and business liquidation and reorganization with emphasis on the paralegal's role. **(3:0)**.

II. Course Objectives

Upon satisfactory completion of this course, the student will be able to:

- A. Define and use the terminology related to bankruptcy law.
- B. Explain the origins and development of bankruptcy law.
- C. Locate the statutory and Constitutional provisions that govern bankruptcy.
- D. Distinguish the roles and definitions of the various parties to the bankruptcy process (debtors, creditors, trustees, courts, and attorneys) and identify debtor and creditor rights.
- E. Identify and explain the distinctions among the various forms of bankruptcy along with the peculiarities, advantages, and disadvantages of each form.
- F. Prepare the essential documents related to the filing of a proceeding in bankruptcy.
- G. Describe the role and ethical considerations of the paralegal in bankruptcy law.
- H. Discuss the specific "billable" tasks associated with bankruptcy law.

III. THECB Learning Outcomes (WECM)

1. Use terminology relating to bankruptcy law.
2. Analyze sources relating to bankruptcy law.
4. Draft documents used in bankruptcy law.
5. Analyze the ethical considerations of the paralegal relating to bankruptcy law.

IV. Evaluation

Semester grade will be determined by an average of the tests, assignments, and discussions in conformance with the college policy.

Grading Scale:

90-100	=	A	Incomplete	=	I
80-89	=	B	Withdrew or Withdrawn	=	W
70-79	=	C			
60-69	=	D			
Below 60	=	F			

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

VII. Title IX and Sex Discrimination

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.