Co-operative Education

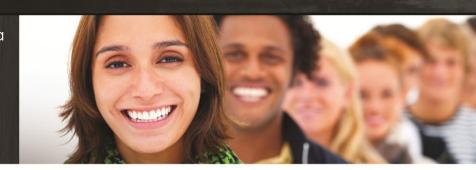
Information for Employers



Law Clerk

A Two-Year Ontario College Diploma with Co-op

1001 Fanshawe College Boulevard P.O. Box 7005 – Room D1063 London, Ontario N5Y 5R6 519-452-4294 Fax: 519-452-4572 coop@fanshawec.ca



The Program

To meet the challenges of this ever changing field, Law Clerks will receive training in all key legal practice areas including civil litigation, corporate/commercial, real estate and estates areas.

Content

Amongst other things, students prepare litigation documents, assist with e-discovery processes, draft corporate/commercial documentation, complete Family Law financial statements, and will learn about administering estates and contracts, drafting leases, and franchise agreements. Additionally, they will complete legal research, search titles and process real estate transactions. They also get trained on all the latest office productivity/legal software including MS-Office, ACL, DivorceMate, Teraview, Estate-a-base, Fast Company Concordance and PC-Law.

Outcomes

Law Clerk graduates work for law firms, corporate legal departments, financial institutions, insurance companies, legal technology providers, title insurance companies and government at all levels.

A Law Clerk education is also extremely beneficial to anyone interested in our Paralegal Graduate – Certificate Program.

Skill Levels

Year One

Understand the law as it pertains to statutory requirements and procedures

Year Two

- Collect, analyze and organize relevant and necessary information with regard to legal research
- Apply substantive and procedural law knowledge to given fact scenarios
- Evaluate the validity of arguments based upon qualitative and quantitative information in order to accept or challenge a given legal perspective.

Course Outline

Level 1 – Take all of the following Mandatory Courses

Group 1

BUSI-1060 Strategies for Success

COMP-1330 Computer Applications Law Clerk LAWS-1004 Introduction to Legal Materials

LAWS-1007 Civil Procedure LAWS-1036 Torts & Contracts

Group 2

Take WRIT-1032 or WRIT-1034

WRIT-1032 Reason & Writing – Business I WRIT-1034 Reason & Writing I – EAP

Level 2 - Take all of the following Mandatory Courses

LAWS-1006 Introductory Estates
LAWS-1008 Introduction to Real Estate

LAWS-1010 Creditors' Rights LAWS-1012 Corporate Law

COMM-3044 Prof Communication for Law Clerks MGMT-3052 Understanding Workplace Behaviours

COOP-1020 Co-op Ed Employment Prep

Level 3 – Take all of the following Mandatory Courses

LAWS-3002 Advanced Estates

LAWS-3006 Family Law

LAWS-5006 Civil Procedure - Adv LAWS-1039 Real Estate Title Searching LAWS-1040 Legal Research & Writing

INSR-1006 Fundamentals of Ins for Consumers

Level 4 – Take all of the following Mandatory Courses Gen Ed – Take a 3 credit Gen. Ed. elective course

ACCT-1083 Systems for the Modern Law Office

LAWS-3052 Landlord & Tenant Law
LAWS-3043 Real Estate Procedure – Adv
LAWS-5007 Commercial Transactions – Adv

LAWS-3020 Legal Applications

Please Note:

For complete Degree Audit details please contact the Office of the Registrar at Fanshawe College.

September Intake				
	Sept-Dec	Jan-Apr	May-Aug	
Year 1	Acad. 1	Acad. 2	Work 1	
Year 2	Work 2	Acad. 4	Acad. 3	

January Intake				
	Jan-Apr	May-Aug	Sept-Dec	
Year 1	Acad. 1	Acad. 2	Acad. 3	
Year 2	Work 1	Work 2	Acad. 4	

Why Should You Hire a Co-op Student?

Many employers feel today's graduates have no concepts of the "real" world of work; we are providing this experience in Co-op. Any job that gives the student related background in your business would be suitable.

Co-op students are ultimately looking ahead to careers in businesses such as yours. For this reason they're not expecting to simply put in time on the job, but are eager to get involved and make a worthwhile contribution. Participation in Co-op also gives the employer the opportunity to try out a student's capabilities without obligation or commitment to permanent employment.

This work oriented educational system integrates classroom study and paid, on-the-job work experience, by alternating periods in College with periods of employment by co-operating companies.

It is essential that the work experience be a normal one; that the student be treated like a regular company employee so that a realistic picture of the working environment in that field may be obtained. Perhaps most important is what students may gain from the working experience, ie. what is to be discovered, attitude to work, and the ability to get along with coworkers at all levels.



