ALEXANDRIA TECHNICAL AND COMMUNITY COLLEGE

LEGL 1602: Civil Litigation

A. COURSE DESCRIPTION

Credits: 4
Lecture Hours/Week: 3
Lab Hours/Week: 2
OJT Hours/Week: *.*
Prerequisites: None
Corequisites: None
MnTC Goals: None

This course covers the substantive and procedural principles of civil litigation in state and federal courts. Students identify causes of action and defenses and are introduced to the Minnesota Rules of Court. Pretrial practice including discovery, pretrial motions, trial preparations, and alternative dispute resolutions are covered, in addition to the basics of a civil trial, post trial motions, and appeals. The principles learned are applied to practical exercises. Knowledge and skills necessary for preparation of legal documents are developed. Prerequisite: Strongly recommend prior completion of LEGL1601 and ADMN1513.

B. COURSE EFFECTIVE DATES: 01/11/2010 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Examine civil litigation process and define associated terms.
2. Determination of venue and jurisdiction.
3. Formatting guidelines for court documents.
4. Service of process.
5. Calculation of response times and due dates.
7. Identify court filing requirements.
8. Understand and prepare initial pleadings and response pleadings.
9. Identify affirmative defenses.
10. Understand and prepare discovery documents.
11. Understand and prepare pretrial motions and trial documents.
12. Prepare correspondence used in litigation process.
13. Examine trial process and post-trial procedures.

D. LEARNING OUTCOMES (General)

1. The learner will demonstrate knowledge of civil litigation legal terms, identify pre-litigation considerations, and be able to determine venue and jurisdiction of court action.
2. The learner will demonstrate an understanding of the format guidelines for court documents; the Minnesota Rules of Civil Procedure with respect to service of process and calculation of time to respond; and the filing requirements in Minnesota District Court.
3. The learner will understand the content and form of pleadings to initiate a court action and to respond to a civil complaint.
4. The learner will demonstrate understanding of various discovery, pretrial motions, and trial
documents and procedures.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies
   None

F. LEARNER OUTCOMES ASSESSMENT
   As noted on course syllabus

G. SPECIAL INFORMATION
   None noted