



**THOMAS R. KLINE**  
SCHOOL OF LAW

**PARALEGAL INSTITUTE**



**Spring 2025 Schedule**  
**March 24-June 9-2025**

**Monday**

501 Intro to the Legal System/Paralegalism	Sylvia Beaver	Core
510 Civil Litigation	Joseph Nigro	Elective

**Tuesday**

505 Professional Responsibility	Lara Sees	Core
516 Criminal Law	Sylvia Beaver	Elective

**Wednesday**

551 Legal Writing & Case Analysis I	Kevin Whyte	Core
553 Constitutional Law	Kevin Brode	Elective

**Thursday**

518 Torts & Personal Injury	Joseph Nigro	Elective
555 Interviewing & Investigating for Paralegals	Lara Sees	Elective

**By Appointment**

519 Internship	We have availability!	Elective
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**Classes Begin:** Monday, March 24, 2025

**Classes End:** Monday, June 9, 2025

**Holiday:** Monday, May 26, 2025 (Memorial Day)

**ALL CLASSES ARE HELD 5:30 PM TO 8:30 PM**

**MONDAY THROUGH THURSDAY**

SCHEDULE IS SUBJECT TO CHANGE

**If you choose to drop a course once the term begins, please be advised that we follow the University's refund schedule.**

**Drop/Add Refund Policy**

Before March 28, 2025 (By End of Week 1)	Refund 100%
March 29, 2025 – April 4, 2025 (By End of Week 2)	Refund 80%
April 5, 2025 – April 11, 2025 (By End of Week 3)	Refund 40%
April 12, 2025 – April 18, 2025 (By End of Week 4)	Refund 20%
April 19, 2025 and Beyond	No Refund