



Wayne County Community College District

COURSE SYLLABUS

PLT 210 Administrative Law and Procedures

CREDIT HOURS: 3.00

CONTACT HOURS: 45.00

COURSE DESCRIPTION: The course reviews applicable evidence and procedural requirements for worker compensation and social security laws, civil rights and EEOC.

PREREQUISITE: Program Admission

EXPECTED COMPETENCIES:

- To comprehend the legal terminology, key concepts, and functions related to Administrative Law & Procedure, including Michigan..
- To develop skills to enable the student to provide assistance to attorneys at the agency pre-suit level.
- To develop the ability to match the appropriate professional resources with specific agency practice areas.

ASSESSMENT METHODS:

Student performance may be assessed by examination, quizzes, case studies, oral conversation, group discussion, oral presentations. The instructor reserves the option to employ one or more of these assessment methods during the course.

GRADING SCALE:

90%-100% = A

80%-89.9%= B

70%-79.9%= C

60%-69.9%= D

<60% = E