



COURSE OUTLINE		
<b>TERM:</b> Fall 2026	<b>COURSE NO:</b> LAW 495	
<b>INSTRUCTOR:</b>	<b>COURSE TITLE:</b> Applied Clinical Practice for Access to Justice	
<b>OFFICE:</b> <b>LOCAL:</b> <b>E-MAIL:</b> @capilanou.ca	<b>SECTION NO(S):</b>	<b>CREDITS:</b> 3.0
<b>OFFICE HOURS:</b>		
<b>COURSE WEBSITE:</b>		

Capilano University is named after Chief Joe Capilano (1854–1910), an important leader of the Skwxwú7mesh (Squamish) Nation of the Coast Salish Peoples. We respectfully acknowledge that our campuses are located on the unceded territories of the səliłwətał (Tsleil-Waututh), shíshálh (Sechelt), Skwxwú7mesh (Squamish), and x<sup>w</sup>məθk<sup>w</sup>əy̓əm (Musqueam) Nations.

#### **COURSE FORMAT**

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams. Students will provide limited assistance to legal clinic clients under the supervision of a lawyer.

#### **COURSE PREREQUISITES**

LAW 101, LAW 110, LAW 115, LAW 140 and LAW 210

#### **CALENDAR DESCRIPTION**

Students will learn about the significant problem of access to justice in British Columbia and explore potential solutions, including the role of paralegals. Through participatory, clinic-based learning, students will support users of legal clinics under supervision, connecting the classroom study of access to justice with real-world experience in a community legal setting.

#### **COURSE NOTES**

LAW 495 is an approved Self and Society course for Cap Core requirements. Departmental approval is required to register in this course.

#### **REQUIRED TEXTS AND/OR RESOURCES**

Caselaw, reports and supplementary materials provided on eLearn.

#### **COURSE STUDENT LEARNING OUTCOMES**

**On successful completion of this course, students will be able to do the following:**

1. Describe the problem of access to justice in British Columbia, including for Indigenous people;

2. Evaluate potential solutions to the problem of access to justice in British Columbia, including reform efforts and the role of paralegals;
3. Under the supervision of lawyers, apply substantive and procedural training to assist clients of free and low-cost legal clinics with paralegal-appropriate tasks;
4. Apply clinic workflows, procedures and best practices for trauma-informed client interaction and practice, documentation, and file management;
5. Exhibit professionalism and ethical practice in clinic work by maintaining confidentiality, managing time and workload, meeting deadlines, and proactively seeking guidance;
6. Demonstrate trauma-informed and client-centred communication skills in simulated and real clinic contexts; and
7. Critically reflect on their clinical experiences and emerging professional identity as a paralegal.

**Students who complete this Self and Society course will be able to do the following:**

1. Identify potential root causes of local/global problems and how they affect local/global cultures, economies, politics, and policies;
2. Assess and evaluate individual and collective responsibilities within a diverse and interconnected global society;
3. Synthesize a range of differing community perspectives on ethics and justice and explain how these perspectives can inform structural change; and
4. Explain how contexts (e.g. cultural, historical, colonial, economic, technological) shape identity formation and social structures.

**COURSE CONTENT**

<b>WEEKLY COURSE CONTENT</b>	
<b>WEEK</b>	<b>CONTENT</b>
1	<b>INTRODUCTION TO ACCESS IN BRITISH COLUMBIA</b> Overview of access to justice in BC; Introduction to trauma-informed practice; Community partner, clinical service expectations, and course requirements.
2	<b>PARALEGALS AND ACCESS TO JUSTICE IN BRITISH COLUMBIA</b> The nature and scope of legal need; the evolving role of paralegals in addressing the access to justice gap; history and evolution of public legal services in BC.
3	<b>TRAUMA-INFORMED PRACTICE</b> Trauma-informed principles in legal settings; impacts of trauma on client behaviour and communication; supporting clients with empathy, cultural awareness, and trust-building practices.
4	<b>PROFESSIONALISM, ETHICS AND CONFIDENTIALITY</b> Ethical obligations, professional conduct and expectations, and confidentiality requirements.
5–7	<b>SUBSTANTIVE TRAINING</b> Substantive training to assist clinic users in tasks appropriate to paralegals based on community need. Students will focus on one area.

WEEKLY COURSE CONTENT	
CONTENT	
8	<b>LEGAL CLINIC PROCEDURES AND PRACTICE</b> Training on work flows, client interaction, documenting, reporting and other procedures.
9 -12	<b>CLINICAL PRACTICE AND ACCESS TO JUSTICE</b> Apply course concepts in real time by assisting clinic users and consult with instructor for guidance; engage in ongoing activities and discussions on access to justice, including access to justice for Indigenous peoples.
13	<b>CLINICAL ROUNDTABLE AND REFLECTION</b> Sharing clinical experiences without disclosing confidential personal information; revisiting reforms and the role of paralegals in alleviating the problem of access to justice.
14-15	<b>FINAL EXAM PERIOD</b>

## EVALUATION PROFILE

Readiness Assessment	20%
Discussion Leader	20%
Quizzes	30%
Clinic Report & Reflection	20%
Clinic Professionalism	<u>10%</u>
	<b>100%</b>

### Readiness Assessment

Students will complete a practical assessment in the expected area of service to confirm readiness to work with clinic users. Students must achieve a minimum B on this assessment to actively work in the clinic. Students who do not demonstrate readiness will not work directly with clinic users; instead, they will work on a legal advocacy project or develop infographics or legal tools.

### Discussion Leader

Students will be assigned a reading(s) or topic(s) to lead a small group class discussion through synthesis, summary, or questions. In addition to leading the discussion, students are expected to actively contribute and perform a peer assessment of group discussions.

### Quizzes

Students must achieve a minimum B average on quizzes relating to skills and substantive topics that they need to actively work with clinic users. Students who do not achieve the average will not work directly with clinic users; instead, they will work on a legal advocacy project or develop infographics or legal tools.

**Clinic Professionalism**

Students will be assessed on their professionalism in terms of i) meeting deadlines, ii) proactivity in seeking assistance to resolve questions or issues, and iii) respecting the time of clinic users, peers, and other course participants.

**Clinic Report and Reflection**

Students will maintain a reflective journal throughout the course. They will prepare a report summarizing their work assisting clinic users and reflecting on their experiences, access to justice, trauma-informed practice, and the role of paralegals.

**GRADING PROFILE**

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

**Incomplete Grades**

Grades of Incomplete "I" will not be assigned in this course.

**Late Assignments**

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

**Missed Exams/Quizzes/Labs etc.**

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

\*\*\* Accommodations can be made to honour community needs and traditional practices.

**Attendance**

Students are expected to attend all classes and associated activities.

**English Usage**

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

**Electronic Devices**

Students may use electronic devices during class for class work and clinical service.

**On-line Communication**

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

## UNIVERSITY OPERATIONAL DETAILS

### Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-services/>

**Capilano University Security: download the [CapU Safe Alert App](#)**

### Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

### Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:

<https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

**Academic dishonesty** is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

**Cheating:** Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

**Fraud:** Creation or use of falsified documents.

**Misuse or misrepresentation of sources:** Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

**Plagiarism:** Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

**Self-Plagiarism:** Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

**Prohibited Conduct:** The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

### **Sexual Violence and Misconduct**

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence Policy and B.401.1 Sexual Violence Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

**Emergencies:** Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.