

PROGRAM CURRICULUM



Paralegal Studies

Associate in Science

DIVISION OF SOCIAL SCIENCES & PROFESSIONAL STUDIES

For students interested in the law, the paralegal profession is a great start to an exciting, challenging, and lucrative field. This program teaches students to prepare and draft legal documents, investigate and research legal issues, interview clients and witnesses, and render practical procedural assistance in law-related matters. This program combines a college curriculum of business, liberal arts, and legal courses, as well as hands-on experience in a law firm. Students also receive training in Westlaw Computer-Assisted Legal Research Service, a valuable tool used in many law offices that provides the legal researcher with immediate access to cases, statutes, administrative regulations, and numerous other authorities.

Upon successful completion, the Associate in Science Degree in Paralegal Studies is awarded.

PROGRAM FOOTNOTES

Economics Electives: EC 104 Contemporary Economic Issues, EC 201 Principles of Macroeconomics, EC 202 Principles of Microeconomics

Humanities Electives: Art, Communications, Film, Foreign Language, Humanities, Literature, Music, Oral Communication, Philosophy, Photography, Sign Language, Theater Arts

Math/Science Electives: Biology, Chemistry, Environmental Science, Integrated Science, Mathematics (not MAC), Physics

Social Science Electives: Anthropology, Economics, Geography, Government, History, Law and Society (LA 230), Psychology, Sociology

Program Electives: LA 228 Criminal Law and Procedures, PA 203 Real Estate for Paralegal, PA 205 Family Law for Paralegal

COURSE	COURSE TITLE	CREDITS
<i>First Year Semester 1</i>		
AC 101	Financial Accounting I	4
CS 104	Microcomputer Applications/ Business	3
CT 100	Critical Thinking	3
EN 101	Freshman English I	3
PA 110*	Introduction to Paralegal Studies	3
	Humanities Elective	3
	credits:	19
<i>First Year Semester 2</i>		
AC 102	Financial Accounting II	4
EN 102	Freshman English II	3
LA 221	Principles of Business Law I	3
MG 101	Principles of Management	3
	Humanities Elective	3
	Social Science Elective	3
	credits:	19
<i>Second Year Semester 1</i>		
MAC 100	Business Math	3
PA 101**	Litigation for Paralegal I	3
PA 201 ***	Legal Research and Writing	3
	Economics Elective	3
	Social Science Elective	3
	credits:	15
<i>Second Year Semester 2</i>		
PA 102 **	Litigation for Paralegal II	3
PA 202***	Legal Research and Writing II	3
	Program Elective	3
	Program Elective	3
	Math/Science Elective	3/4
PA 251	Paralegal Internship (optional)	3
	credits:	15/19
	Total Credits:	68/72

*Course must be taken first semester.

**PA 101 must be taken prior to PA 102

***PA 201 must be taken prior to PA 202

