

# PARALEGAL

Associate in Applied Science Degree

**LENGTH:** Four Semesters

**PURPOSE:** The Associate in Applied Science Degree in Paralegal Studies is designed to prepare students who wish to pursue careers as a Paralegal or Legal Assistant.

**AREA I ..... WRITTEN COMPOSITION ..... 6 SH**

ENG 101.....	English Composition I .....	3
ENG 102.....	English Composition II .....	3

**AREA II ..... HUMANITIES AND FINE ARTS..... 6 SH**

Humanities Elective.....	ART, MUS, THR, REL, or PHL.....	3
SPH 107.....	Fundamentals of Public Speaking .....	3

**AREA III ..... NATURAL SCIENCES AND MATHEMATICS ..... 10 SH**

CIS 146.....	Microcomputer Applications .....	3
MTH 116 or MTH 100.....	Mathematical Applications or Intermediate College Algebra .....	3
Natural Science Elective.....		4

**AREA IV ..... HISTORY, SOCIAL, AND BEHAVIORAL SCIENCES ..... 3 SH**

POL 211.....	American National Government .....	3
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**AREA V ..... PRE-PROFESSIONAL, MAJOR, AND ELECTIVE COURSES ..... 43 SH**

BUS 188.....	Personal Development .....	3
BUS 215.....	Business Communications .....	3
BUS 241.....	Principles of Accounting I.....	3
OAD 202.....	Legal Transcription.....	3
PRL 101.....	Introduction to Paralegal Studies.....	3
PRL 102.....	Basic Research and Writing.....	3
PRL 103.....	Advanced Legal Research and Writing .....	3
PRL 150.....	Commercial Law.....	3
PRL 160.....	Criminal Law and Procedure.....	3
PRL 210.....	Real Property Law .....	3
PRL 230.....	Domestic Law.....	3
PRL 240.....	Wills, Trusts, and Estates .....	3
PRL 262.....	Civil Law and Procedure .....	3
PRL 291 or OAD 217.....	Internship or Office Management .....	3
WKO 107 or ORI 101.....	Work Place Skills Preparation or Orientation to College.....	1

**Total Hours ..... 68 SH**

This is a career program designed for students to go directly into the labor market upon completion. Although some of the courses in this program will transfer to four-year institutions, this program is not designed to be a transfer program of study; therefore, it is not subject to the terms and conditions of STARS.