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Paralegal - AAS

Semester-by-Semester Pathway

An Associates of Applied Science Degree emphasizes preparation in the applied arts and sciences for careers, typically at the technical or semi-professional level. This degree totals 60 credits. Consult with an advisor for more information. Not all courses are offered each semester.

(T) are Systemwide Transfer Courses

(★) are recommended for this degree pathway.

Semester 1 - Fall				
Complete	Course ID	Course Title	Credit Hours	Notes
Required Courses				
	BU214	Word Processing: Microsoft Word for Windows	3.00	Fall, Spring
	LA130	Law and the Legal Assistant	3.00	Fall, Spring
	LA231	Introduction to Legal Research and Writing	3.00	Fall, Spring
Electives				
	General Education Options		6.00	
Semester Total:			15.00	

Semester 2 - Spring				
Complete	Course ID	Course Title	Credit Hours	Notes
Required Courses				
	LA134	Family Law	3.00	Spring
	LA135	Wills, Estates, and Trusts	3.00	Spring
	LA235	Personal Injury and Civil Wrongs	3.00	Spring
Electives				
	BU217 Spreadsheet Management OR IS104 Microcomputer Applications		3.00	
	General Education Options		3.00	
Semester Total:			15.00	

Semester 3 - Fall				
Complete	Course ID	Course Title	Credit Hours	Notes
Required Courses				
	LA131	Litigation	3.00	Fall
	LA136	Legal Ethics	3.00	Fall
	LA238	Real Estate Law	3.00	Fall
	LE205	Criminal Law T	3.00	Fall

Electives			
	Paralegal Options		3.00
Semester Total:			15.00

Semester 4 - Spring				
Complete	Course ID	Course Title	Credit Hours	Notes
Required Courses				
	BU100	Small Business Accounting	3.00	Fall, Spring, Summer
	BU205	Business Law I ▾	3.00	Fall, Spring
Electives				
	General Education Options		6.00	
	Paralegal Options		3.00	
Semester Total:			15.00	

Total Credits: 60.00

*Semester offerings reflect the current academic year.

BU217 Spreadsheet Management OR IS104 Microcomputer Applications

Course ID	Course Title	Credit Hours	Notes
BU217	Spreadsheet Management	3.00	Fall, Spring
IS104	Microcomputer Applications ▾	3.00	Fall, Spring, Summer

General Education Options


Course ID	Course Title	Credit Hours	Notes
AR101	Art Appreciation ▾	3.00	Fall, Spring, Summer
AR104	Art History: Paleolithic to Medieval ▾	3.00	Fall
AR105	Art History: Renaissance to Modern ▾	3.00	Spring
AR106	Art in the Elementary Classroom ▾	3.00	Fall, Spring
AR110	Drawing I ▾	3.00	Fall
BI100	Basic Concepts for Allied Health Studies	1.00	Fall, Spring, Summer
BI101	General Biology ▾	4.00	Fall, Spring, Summer
BI102	Ecology of Environmental Problems ▾	3.00	Spring
BI103	Human Anatomy and Physiology ▾	6.00	Fall, Spring, Summer Prereq: BI100 or BI101 or BI104 or BI105 or BI112 w/Grade of C.
BI104	Biology I ▾	5.00	Fall, Spring Prereq: CH101 General Chemistry, or CH105 Chemistry I with a C or Higher.
BI105	Biology II ▾	5.00	Spring Prereq: BI101 General Biology, or Departmental Consent, or BI104 Biology I.
BI112	General Microbiology ▾	4.00	Fall, Spring, Summer Prereq: (BI101,BI103,BI104,BI105)BI107 is not a valid prereq code.
BI115	Basic Radiation Biology	2.00	Spring Prereq: BI103 Human A&P.
BU105	Introduction to Business ▾	3.00	Fall, Spring, Summer
BU107	Personal Finance ▾	3.00	Fall, Spring, Summer
★ BU108	Business Mathematics	3.00	Fall, Spring, Summer
★ BU109	Business Communications ▾	3.00	Fall, Spring, Summer
BU118	Introduction to Leadership ▾	3.00	Fall, Spring
CH101	General Chemistry ▾	5.00	Fall, Spring, Summer Prereq: MA106 College Algebra, or MA117 Contemporary Math, or MA108 Elements of Statistics.
CH105	Chemistry I ▾	5.00	Fall, Spring Prereq: ACT Math Score of 21 or higher, or MA105 or higher math, or Accuplacer NextGen QuantReason, Alg,Stats Score 263 or Above, or Accuplacer Math Score of 81+.
CH106	Chemistry II ▾	5.00	Spring Prereq: CH105 Chemistry I with a C or Higher.
CH108	Principles of Organic and Biochemistry ▾	5.00	Fall Prereq: CH105 Chemistry I, or Departmental Consent.
CH201	Organic Chemistry I ▾	5.00	Fall Prereq: CH106 Chemistry II.
CH202	Organic Chemistry II ▾	5.00	Spring Prereq: CH201 Organic Chemistry I.
EC100	Macroeconomics ▾	3.00	Fall, Spring, Summer
EC101	Microeconomics ▾	3.00	Fall, Spring, Summer
ED105	Success Seminar/College Orientation	1.00	Fall, Spring, Summer
ED201	Introduction to Education ▾	3.00	Fall, Spring Prereq: a GPA of 2.5 or higher, and PS100 General Psychology.

ED201L	Introduction to Education Practicum ▶	1.00	Fall, Spring Prereq: a GPA of 2.5 or higher, and PS100 General Psychology.
EN100	English Composition IB ▶	3.00	Fall, Spring, Summer Prereq: EN098 Intro to College Writing with a grade of C or higher, or Accuplacer Next Generation Writing Score of 240 to 254, or HS GPA over 2.25, or ACT English Score of 17 to 19.
EN101	English Composition IA ▶	3.00	Fall, Spring, Summer Prereq: HS GPA over 3.0, or Accu NG Writing Score 255+ & Accu NG Reading Score 255+, and ACT Reading Score of 18 or above, or ACT English Score of 18 or above.
EN102	English Composition II ▶	3.00	Fall, Spring, Summer Prereq: EN101 English Composition IA with a grade of C or higher, or EN101H English Comp IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
★ EN107	Business English Grammar	3.00	Fall, Spring
★ EN108	Career and Technical Writing	3.00	Fall, Spring
EN120	Children's Literature ▶	3.00	Fall, Spring
EN121	World Mythology	3.00	Spring Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN122	Science Fiction Literature	3.00	Prereq: EN100 English Comp IB with a grade of C or higher, or EN101 English Composition IA with a grade of C or higher.
EN128	Introduction to Creative Writing ▶	3.00	Fall, Spring
EN201	Introduction to Literature ▶	3.00	Fall, Spring, Summer Prereq: EN100 English Comp IB with a grade of C or higher, or EN101 English Composition IA with a grade of C or higher.
EN202	British Literature I	3.00	Fall Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN203	British Literature II	3.00	Spring Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN204	American Literature I ▶	3.00	Fall Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN205	American Literature II ▶	3.00	Spring Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN206	Contemporary Literature	3.00	Prereq: EN101/G=C,EN100/G=C,EN103/G=C is not a valid prereq code.
EN207	Introduction to Shakespeare	3.00	Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN214	Introduction to Cultural Studies: Fairy Tales	3.00	Fall, Spring Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN215	Medieval Literature in Contemporary Society	3.00	Prereq: EN100 or EN101 or EN103 with a grade of C or higher.
EN216	Vampires in Literature and Film	3.00	Prereq: EN101 English Composition IA with a grade of C or higher, or EN100 English Comp IB with a grade of C or higher.
EN220	Poetry Writing	3.00	Prereq: EN128 Introduction to Creative Writing.
GE101	World Geography ▶	3.00	Fall, Spring, Summer
GO100	American Government ▶	3.00	Fall, Spring, Summer
GO101	State and Local Government ▶	3.00	Fall
GO102	International Relations ▶	3.00	Spring
GO110	Introduction to Political Science ▶	3.00	Fall
GO110H	Honors Introduction to Political Science ▶	3.00	Fall
HI101	American History 1492-1865 ▶	3.00	Fall, Spring, Summer
HI102	American History 1865-Present ▶	3.00	Fall, Spring, Summer
HI103	World History to 1600 ▶	3.00	Fall, Spring, Summer
HI104	World History Since 1600 ▶	3.00	Fall, Spring, Summer
HI122	Film History of World War II	3.00	Spring
HI201	Topics in History	3.00	Spring
IS103	Microcomputer Literacy	2.00	Fall, Spring, Summer

IS104	Microcomputer Applications ▶	3.00	Fall, Spring, Summer
JL101	Introduction to Mass Communications ▶	3.00	Fall, Spring, Summer
LE101	Introduction to Criminal Justice ▶	3.00	Fall, Spring
MA106	College Algebra ▶	3.00	Fall, Spring, Summer Prereq: HS GPA over 3.25, or Accuplacer NextGen QuantReason, Alg,Stats Score 263 or Above, or ACT Math Score of 22 or Higher.
MA107	Plane Trigonometry ▶	3.00	Fall, Spring, Summer Prereq: MA106 College Algebra with a grade of C or higher, or ACT Math Score of 23 to 36.
MA108	Elements of Statistics ▶	3.00	Fall, Spring, Summer Prereq: HS GPA over 3.0, or Accuplacer NG QuantReason, Alg, Stats Score 255 or Above, or ACT Math Score of 19 or Higher.
MA110	Calculus ▶	3.00	Fall, Spring, Summer Prereq: MA106 College Algebra with a grade of C or higher, or ACT Math Score of 23 to 36, or MA109 Pre-Calculus Math with a grade of C or higher.
MA111	Analytical Geometry and Calculus I ▶	5.00	Fall, Spring, Summer Prereq: MA107 Plane Trigonometry with a grade of C or higher, or ACT Math Score of 25 to 36, or MA109 Pre-Calculus Math with a grade of C or higher.
MA112H	Honors Analytical Geometry and Calculus I	5.00	Prereq: MA107 Plane Trigonometry with a grade of C or higher, or ACT Math Score of 25 to 36, or MA109 Pre-Calculus Math with a grade of C or higher.
MA113	Analytical Geometry and Calculus II ▶	5.00	Fall, Spring, Summer Prereq: MA111 with a grade of C or higher.
MA114H	Honors Analytical Geometry and Calculus II	5.00	Prereq: MA111 or MA112H with a grade of C or better.
MA117	Contemporary Math ▶	3.00	Fall, Spring, Summer
MA201	Analytical Geometry and Calculus III	5.00	Fall, Summer Prereq: MA113 with a grade of C or higher.
MA202H	Honors Analytical Geometry and Calculus III	5.00	Prereq: MA113 or MA114H with a grade of C or better.
MA206	Differential Equations ▶	3.00	Fall, Spring Prereq: MA113 with a grade of C or higher.
MU101	Music Appreciation ▶	3.00	Fall, Spring, Summer
MU106	Music Theory I ▶	3.00	Fall
MU107	Music Theory II ▶	3.00	Spring Prereq: MU106 Music Theory I.
MU127	Introduction To Jazz/Jazz Rock	3.00	Fall, Spring
MU206	Music Theory III	3.00	Fall Prereq: MU107 Music Theory II.
MU207	Music Theory IV	3.00	Spring Prereq: MU206 Music Theory III.
MU208	History of Art Music of the Western World	3.00	
PE105	Personal and Community Health ▶	3.00	Fall, Spring, Summer
PE122	Rhythms I	2.00	Fall
PE123	Rhythms II	2.00	Spring
PE126	Conditioning and Fitness Concepts I	1.00	Fall, Spring, Summer
PE127	Conditioning and Fitness Concepts II	1.00	Fall, Spring, Summer Prereq: PE126 Conditioning & Fitness Concepts I.
PE145	Golf	1.00	
PE151	Social Dance-Beginning	1.00	
PE156	Aerobic Dance	1.00	
PE173	Fitness for Life	1.00	Fall, Spring, Summer
PE178	Yoga I	1.00	
PL101	Introduction to Philosophy ▶	3.00	Fall, Spring, Summer
PL103	Logic and Critical Thinking ▶	3.00	Fall, Spring
PL104	Ethics ▶	3.00	Fall, Spring, Summer
PL105	Death and Dying	3.00	Fall, Spring, Summer
PS100	General Psychology ▶	3.00	Fall, Spring, Summer

★ PS101	Human Relations	3.00	Fall, Spring, Summer
PS102	Human Growth and Development ▶	3.00	Fall, Spring, Summer Prereq: PS100 General Psychology.
PS201	Psychology of Personality	3.00	Fall, Spring Prereq: PS100 General Psychology with grade of C or higher.
PS202	Abnormal Psychology	3.00	Fall, Spring, Summer Prereq: PS100 General Psychology.
PY101	Descriptive Astronomy ▶	3.00	
PY102	Weather and Climate	3.00	Spring
PY103	Physical Geology ▶	3.00	Fall, Spring, Summer
PY104L	Physical Geology Lab ▶	1.00	Fall, Spring, Summer
PY110	Physical Science ▶	5.00	Fall, Spring
PY112	General Physics I ▶	5.00	Fall, Spring Prereq: MA106 College Algebra or higher math.
PY113	General Physics II ▶	5.00	Spring Prereq: PY112 Gen Physics I.
PY201	Engineering Physics I ▶	5.00	Fall Prereq: MA111 Analytical Geometry & Calculus I, or MA112H Honors Analytical Geometry & Calculus.
PY202	Engineering Physics II ▶	5.00	Spring Prereq: PY201 Eng Phys I with grade of C or better.
RE101	New Testament Literature ▶	3.00	Spring
RE102	Old Testament Literature ▶	3.00	Fall
RE106	Introduction to World Religions ▶	3.00	Spring
SH101	Public Speaking ▶	3.00	Fall, Spring, Summer
SH103	Oral Interpretation	3.00	Spring
SH122	Voice and Diction ▶	3.00	
SH210	Interpersonal Communication ▶	3.00	Fall, Spring, Summer
SO100	Fundamentals of Sociology ▶	3.00	Fall, Spring, Summer
SO101	Marriage and Family ▶	3.00	Fall, Spring, Summer
SO103	Stress Management	1.00	Fall, Spring, Summer
SO104	Assertiveness Training	2.00	Fall, Spring, Summer
SO111	Cultural Anthropology ▶	3.00	Fall, Spring, Summer
SO113	Cultural Diversity ▶	3.00	Fall, Spring
SO122	Introduction to Social Work ▶	3.00	Fall
SO201	Social Problems ▶	3.00	Fall, Spring, Summer Prereq: SO100 Fundamentals of Sociology.
SP100	Workplace Spanish	2.00	Fall
SP101	Elementary Spanish I ▶	5.00	Fall, Spring, Summer
SP102	Elementary Spanish II ▶	5.00	Fall, Spring Prereq: SP101 Elementary Spanish I, or Departmental Consent, or SP104 Spanish II.
TH115	Theatre Appreciation ▶	3.00	Fall, Spring, Summer
TH116	Acting I ▶	3.00	Fall
TH118	Stagecraft ▶	3.00	Fall
TH119	Stage Makeup	3.00	Fall
TH121	Acting II ▶	3.00	Fall Prereq: TH116 Acting I with a grade of C or better.
TH122	Voice and Diction ▶	3.00	
TH123	Theatre Practicum I ▶	1.00	Fall, Spring
TR100	Technical Math	3.00	Fall, Spring
TR120	Work Ethics	2.00	Fall, Spring

Paralegal Options

Course ID	Course Title	Credit Hours	Notes
BU107	Personal Finance 	3.00	Fall, Spring, Summer
HR107	Legal and Ethical Issues in Healthcare	3.00	Fall, Spring, Summer
LA114	Paralegal Internship	3.00	Fall, Spring
LA132	Elder Law	3.00	
LA150	Employment Law	3.00	Spring
LA230	E-discovery and Litigation	3.00	
LA234	Administrative Law	3.00	
LA239	Bankruptcy Law	3.00	
LA240	Immigration Law	3.00	Summer
LA241	Interviews and Investigations	3.00	Fall
LA246	Advanced Legal Research and Writing	3.00	
LA247	Intellectual Property	3.00	Summer