

**Central Texas College District**  
**Associate of Applied Science in Paralegal/Legal Assistant (AAS-LAS15) (AAS-LAPL)**

Fort Hood, TX; Fort Sill, OK; All Locations: Europe

<p><b>Degree Objective-</b> Prepares graduates for employment in all types of legal offices. Degree plan comprises 60 semester credit hours, of which 45 are in legal studies and related subjects. This degree may be appropriate for transfer into a bachelor level degree program.</p>	<p><b>POINT OF CONTACT</b>                  Debbie Hansen, Director of Evaluations &amp; Graduation                  P.O. Box 1800, Killeen, TX 76540                  (254) 526-1394 or (800) 792-3348, ext. 1394                  (254) 526-1481 FAX                  debbie.hansen@ctcd.edu                  www.ctcd.edu</p>
<p><b>Academic Residency-</b> 15 semester hours</p>	

DEGREE REQUIREMENTS			HOME COLLEGE	ARMY SCHOOL	ARMY MOS	TESTS	CERT / LIC	DIST LRNG See Note 2
<b>General Education</b>			<b>18 SH</b>					
<b>English</b>			<b>3 SH</b>					
ENGL	1301	Composition I	3	X				X
<b>Speech</b>			<b>3 SH</b>					
SPCH	1315	Public Speaking	3	X		X		X
SPCH	1321	Business and Professional Communication	3	X				X
<b>Humanities/Fine Arts</b>			<b>3 SH</b>					
ANTH	2351	Cultural Anthropology	3	X				X
ARTS	1303	Art History I	3	X				X
ARTS	1304	Art History II	3	X				X
DRAM	1310	Theater Appreciation	3	X				
DRAM	2361	History of Theatre I	3	X				
DRAM	2362	History of Theatre II	3	X				
DRAM	2366	Film Appreciation	3	X				
ENGL	2322	British Literature I	3	X		X		X
ENGL	2323	British Literature II	3	X		X		X
ENGL	2327	American Literature I	3	X		X		X
ENGL	2328	American Literature II	3	X		X		X
ENGL	2332	World Literature I	3	X				X
HUMA	1315	Fine Arts Appreciation	3	X		X		X
MUSI	1306	Music Appreciation	3	X				X
MUSI	1307	Music Literature	3	X				X
PHIL	1301	Introduction to Philosophy	3	X				X
PHIL	1304	Introduction to World Religions	3	X		X		X
PHIL	2306	Introduction to Ethics	3	X				X
PHIL	2307	Introduction to Social and Political Philosophy	3	X				X
PHIL	2321	Philosophy of Religion	3	X				X
<b>Mathematics</b>			<b>3 SH</b>					
MATH	1324	Mathematics for Business and Social Sciences	3	X				
MATH	1332	Contemporary Mathematics (Quantitative Reasoning)	3	X		X		X
MATH	1342	Elementary Statistical Methods	3	X		X		X
<b>Social/Behavioral Science</b>			<b>3 SH</b>					
GOVT	2305	Federal Government	3	X		X		X
GOVT	2306	Texas Government	3	X				
<b>Computer Skills/Technology</b>			<b>3 SH</b>					
BCIS	1305	Business Computer Applications	3	X	X	X		X
ITSC	1309	Integrated Software Applications I	3	X	X	X		X
<b>Major Requirements</b>			<b>39 SH</b>					
LGLA	1301	Legal Research and Writing	3	X	X	X		X
LGLA	1307	Introduction to Law and the Legal Profession	3	X	X	X		X
LGLA	1317	Law Office Technology	3	X	X	X		X
LGLA	1345	Civil Litigation	3	X				X
LGLA	1351	Contracts	3	X				X
LGLA	1353	Wills, Trusts, and Probate Administration	3	X				X
LGLA	1355	Family Law	3	X				X
LGLA	2303	Torts and Personal Injury Law	3	X				X
LGLA	2313	Criminal Law and Procedures	3	X	X	X		X
LGLA	2333	Advanced Legal Documentation and Preparation	OR	3	X			
LGLA	2335	Advanced Civil Litigation	3	X				
POFT	1307	Proofreading and Editing	OR	3				
ACNT	1311	Introduction to Computerized Accounting	OR	3				
ACNT	1329	Payroll and Business Tax Accounting	3					
POFT	1309	Administrative Office Procedures I	3	X	X	X		X
POFT	2312	Business Correspondence and Communications	3	X				
<b>Major-Related Electives</b>			<b>3 SH</b>					
LGLA	1372	National Security Law	3	X				X
LGLA	1391	Special Topics in Paralegal/Legal Assistance	3	X	X	X		X
LGLA	2311	Business Organizations	3	X	X	X		X
LGLA	2321	Military Law	3	X	X	X		X
LGLA	2388	Internship-Paralegal/Legal Assistant	3	X		X		X
LEGL	ELEC	Legal Elective			X	X	X	X
<b>Total Credits</b>			<b>60 SH</b>					

**Notes:** 1) An "X" in a column indicates that the Institution guarantees to accept credit from the source shown for at least part of the requirement.

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- 2) This column indicates whether a school accepts transfer credit for courses taken through distance learning. It does not mean that the school offers the course through distance learning.
- 3) A course may be used toward one requirement only.
- 4) Only lower-level courses are accepted in transfer.
- 5) The student is responsible for meeting course prerequisites. It is recommended that the student take placement tests prior to enrolling in mathematics, reading-intensive, and writing courses. Based on scores, the student may be required to take a series of developmental study courses.
- 6) Soldiers electing to take the high end semester hour range of a degree requirement area will need to request an ESO override if the total degree credits exceed 60 SH.

Date Effective:	1-Jul-20
Term Effective:	T790