



Paralegal/Legal Assistant (LAS15) 220302
Associate of Applied Science Degree

First Year

First Semester				Credit
DEGR	LGLA	1301	Legal Research and Writing	3
DEGR	LGLA	1307	Introduction to Law and the Legal Profession	3
CORE	ENGL	1301	Composition I	3
DEGR	ELEC		BCIS 1305 or ITSC 1309	3

Second Semester

DEGR	LGLA	1317	Law Office Technology	3
DEGR	LGLA	1345	Civil Litigation	3
DEGR	LGLA	1351	Contracts	3
DEGR	LGLA	1355	Family Law	3
CORE	MATH		MATH 1332 or 1342	3
CORE	SPCH		SPCH 1315 or 1321	3

Second Year

First Semester				
DEGR	LGLA	1353	Wills, Trusts, and Probate Administration	3
DEGR	POFT	1307	Proofreading and Editing	
or				
DEGR	ACNT	1311	Introduction to Computerized Accounting	
or				
DEGR	ACNT	1329	Payroll and Business Tax Accounting	3
DEGR	LGLA	2303	Torts and Personal Injury Law	3
DEGR	POFT	2312	Business Correspondence and Communication	3
CORE	GOVT	2305	Federal Government	3

Second Semester

DEGR	LGLA	2313	Criminal Law and Procedures	3
DEGR	POFT	1309	Administrative Office Procedures I	3
CORE	ELEC		Humanities/Fine Arts Selection	3
DEGR	LGLA		Legal Elective	3
DEGR	LGLA	2333	Advanced Legal Document Preparation	
or				
DEGR	LGLA	2335	Advanced Civil Litigation	3
Total Hours				60