

# PARALEGAL STUDIES A.A.S.

60 Semester Credit Hours; Curriculum: 0340

**Note:** Refer to IAI General Education Courses page for guidelines on General Education course selection.

Code	Title	Hours
<b>General Education Requirements</b>		
<i>Area A — Communications</i>		
EGL 101	Composition I	3
Select one of the following:		3
EGL 102	Composition II	
EGL 111	Introduction to Business and Technical Writing (recommended)	
EGL 212	Technical Writing Applications (recommended)	
SPE 103	Effective Speech (recommended)	
<i>Area B — Mathematics</i>		
Select one course from Area B (Mathematics) or Area C (Science)		0-3
<i>Area C — Science</i>		
Select one course from Area B (Mathematics) or Area C (Science)		0-3
<i>Area D — Social and Behavioral Sciences</i>		
Select one course from a social or behavioral science discipline		3
<i>Area E — Humanities/Fine Arts</i>		
Select one course from a humanities or fine arts discipline		3
<i>Area F — Global Studies</i> <sup>1</sup>		
Select one course that satisfies Global Studies requirement		0-3
<i>Area G — U.S. Diversity Studies</i> <sup>2</sup>		
Select one course that satisfies U.S. Diversity Studies requirement		0-3
Other General Education credits: Select additional credits from Areas B, C, D, E, F or G if needed to meet 18-credit-hour minimum		
<b>Total Hours</b>		<b>18</b>

<sup>1</sup> Students may take a Global Studies course that satisfies both Area F and another Area requirement.

<sup>2</sup> Students may take a U.S. Diversity Studies course that satisfies both Area G and another Area requirement.

Code	Title	Hours
<b>Major Requirements</b>		
CIS 101 or CIS 103	Introduction to Computer Information Systems Computer Software and Concepts	3-4
PAR 101	Introduction to Paralegal Studies	3
PAR 110	Legal Research I	3
PAR 113	Litigation	3
PAR 210	Legal Research II	3
PAR 222	Law Office Management	3
PAR 250	Practicum	3
Select additional electives to total 21 credit hours from PAR courses and/or one of the following:		21
LAE 221	Criminal Law	
LAE 270	Law of Evidence	
<b>Total Hours</b>		<b>42</b>

## Program Learning Outcomes

1. Demonstrate effective legal knowledge and practical skills necessary to perform substantive legal work under the direction of an attorney.
2. Write clearly and think critically.
3. Read, analyze, synthesize, and apply complex information in an organized and logical manner.
4. Utilize technology necessary to meet employer needs.