

## Northern Virginia Community College 2009-2010 Catalog

### PARALEGAL STUDIES

Associate of Applied Science Degree

AL

*Purpose:* The curriculum is designed to provide an individual with a sufficient level of knowledge, understanding, and proficiency to perform the tasks in meeting a client's needs which can be performed by a trained, non-lawyer assistant working under the direction and supervision of a lawyer. A legal assistant will have a basic understanding of the general processes of American law, and will have the knowledge and proficiency to perform specific tasks under the supervision of a lawyer in the fields of civil and criminal law. The occupational objectives include: employment in public and in private, both individual and corporate, law-related activities, organizations and agencies.

*Recommended Preparation:* Proficiency in high school English.

*Completion Requirements:* To remain in the program, students must complete each of the legal courses in the program with a C or better. No more than 50% of the paralegal studies credits required for the AAS degree program, approved by the American Bar Association, may be transferred from another college. Case-by-case exceptions may be made at the discretion of the assistant dean for paralegal studies.

*Special Approval Status:* The Paralegal Studies program is approved by the American Bar Association.

Two Years		Credits
<b>1st Semester</b>		
ENG	111 College Composition I	3
LGL	110 Intro to Law & the Legal Asst.	3
LGL	117 Family Law	3
LGL	125 Legal Research	3
<sup>1</sup> PED	116 Lifetime Fitness & Wellness	1
<sup>2</sup> PHI	115 Practical Reasoning	3
SDV	Elective	<u>1</u>
<b>Total</b>		<b>17</b>
<b>2nd Semester</b>		
ENG	112 College Composition II	3
LGL	126 Legal Writing	3
LGL	215 Torts	3
LGL	218 Criminal Law	3
<sup>3</sup> MTH	151 Math for the Liberal Arts I	3
<sup>1</sup> PED/RPK	Elective	<u>1</u>
<b>Total</b>		<b>16</b>
<b>3rd Semester</b>		
<sup>4</sup> _____	Approved Elective	3
ITE	115 Intro to Computer Applications & Concepts	3
LGL	115 Real Estate Law	3
LGL	217 Trial Prac. & the Law of Evidence	3
LGL	235 Legal Aspects of Business Org.	3
PSY	201 Intro to Psychology I or SOC 201 Intro to Sociology I	<u>3</u>
<b>Total</b>		<b>18</b>
<b>4th Semester</b>		
<sup>4</sup> _____	Approved Elective	2
LGL	225 Estate Planning & Probate	3
LGL	230 Legal Transactions	3
PSY	202 Intro to Psychology II or SOC 202 Intro to Sociology II	3
CST	110 Intro to Communication	<u>3</u>
<b>Total</b>		<b>14</b>

Continued...

**Total credits for the A.A.S. Degree in Paralegal Studies = 65**

<sup>1</sup> The PED requirement may be met by one of the following options: PED 116, 2 cr.; PED 116, 1 cr. plus a PED activities course, 1 cr.; or PED 116, 1 cr. plus RPK activities course. PED 116 is offered as both a 1-credit and a 2-credit course.

<sup>2</sup> Any PHI course numbered 100 or above may be substituted.

<sup>3</sup> Any higher level MTH course or a science course (BIO, CHM, GOL, NAS, PHY) may be substituted.

<sup>4</sup> Elective courses should be selected after consultation with a counselor or faculty advisor, and should be designed to further a student's career and educational goals.