

LEGAL STUDIES AND PARALEGAL PROGRAM, ASSOCIATE IN ARTS (LGL)

The Legal Studies and Paralegal Program (LGL) is an associate degree program intended to train generalist paraprofessionals as well provide a pathway for those who wish to pursue higher education or other occupation in the law. Graduates from the associate degree program will have a strong foundation in the areas of legal research and writing, contracts, torts, criminal law and property law. Associate degree program graduates are likely to find employment as paralegals under the direction of attorneys (to do otherwise would be practicing law without a license) in law firms, legal departments of large corporations, insurance companies, title companies, legal service companies and federal, state or local courts and governmental agencies.

The Program also provides three concentration areas, which enables students to select a particular area of expertise they wish to pursue either as paraprofessionals in law and business or to transfer to a four year institution for higher education. These concentrations include:

Paralegal Studies

The Paralegal Studies Concentration offers students with a body of laws that are broadly practiced in the legal industry. Courses such as Family Law, Wills Trusts & Estates, Real Estate Law, Criminal Law, Elder Law, Labor and Employment Laws etc. are bread and butter for the general legal practitioners. By offering this concentration we prepare students to become paralegals who are well suited or choose to work in the general practice of law. This will not limit students from moving forward to achieve higher education should they wish to do so.

Law, Business & Management

In addition to completing general education and required legal courses, this concentration area allows students to choose from courses that are aligned with business. Those courses will include Intro to Business, Business Organization, Bankruptcy Law, Business Communications, Principles of Marketing, Spanish for Business and the Legal Environment of Business. Combining students' legal knowledge with business will broaden students' knowledge and understanding that the practice of law is also a business. It enhances the possibility of students finding employment both in the law and business either as paralegals or in a coordinator/management position within a law office or other businesses. Similarly, students may choose a higher education pathway either in the law or business.

Law and Criminal Justice

In addition to completing general education and required legal courses, this concentration area allows student to choose from courses that complement and enhance their learning in criminal law. The courses available include Introduction to Criminal Justice, Ethics of Criminal Justice, Criminology, Correction, Probation and Parole, Criminal Procedure and Adjudication, and Domestic Violence: Impact on Individuals, Families and Communities. Criminal Law and Adjudication of Criminal Justice are two sides of the same coin. Students who have an in depth understanding of what the law is and how it applies to the adjudication of criminal matters are likely to be interested in both the law and its enforcement. Paralegals who work in the criminal law practice are better situated when they can identify why crimes happen, the different philosophies underlying the adjudication of crime, and the ethical constraints that are essential to safeguards the administration of justice.

This concentration opens job opportunities in both the practice of criminal law and certain aspects of law enforcement and adjudication. Similarly, students may choose a higher education pathway either in the law or administration of justice.

Notes:

Students who wish to pursue additional education in law or in other disciplines as part of their future plans should consult with a transfer advisor before selecting courses and understand the transferability of the course to a four-year institution.

No person shall engage or assist a person who is not a member of the bar in the performance of activities that constitutes the unauthorized practice of law.

Program Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of terminologies, concepts, process, and principles applicable to the laws and legal theories.
- Utilize critical thinking to conduct legal research and identify the facts, appropriate laws, judicial decisions, rules, regulations and other legal literature.
- Prepare/draft legal documents pertaining to substantive and procedural laws, such as contracts, memorandums, case briefs, and documents necessary for trial preparations and proceedings.
- Utilize organizational and communications skills relevant to the role of paraprofessionals in the operation of law offices such as managing office calendar, case files, correspondence, pleadings, reports, and briefs.
- Identify and analyze the ethical issues that arise for legal professionals.
- Apply modern technology to the performance of legal work and delivery of legal services.

Curriculum

The College Transfer Office (<https://www.dccc.edu/admissions-financial-aid/transfer/transfer-office/>) is set up to help Delaware County Community College students transfer to four-year colleges and universities. If you are planning to transfer, you are strongly encouraged to meet with a transfer advisor within your first two semesters (or before you reach 30 transferable college credits from all institutions attended).

First Semester		Hours
ENG 100	English Composition I ^{WC}	3
LGL 100	Introduction to Legal and Paralegal Studies	3
LGL 110	Legal Research and Writing I	3
LGL 130	Technology in the Law	3
Any Oral Communication designated course ^{OC}		3
Hours		15
Second Semester		
ENG 112	English Composition II: Writing About Literature ^{IL/CR}	3
LGL 120	Legal Research and Writing II	3
LGL 140	Contract Law	3
Select by Concentration		6
Law and Criminal Justice		
Any Quantitative Reasoning MAT course ^{QR, 1}		
ADJ 241	Criminal Law, Procedure, and Adjudication ^{DJ}	
Paralegal Studies / Law, Business & Management		
BUS 104	Mathematics for Business ^{QR}	

Any Diversity and Social Justice course ^{DJ}		
Hours		15
Third Semester		
LGL 210	Civil Litigation and Tort Principles	3
Science Elective: Any Scientific Inquiry designated Science course ^{SI}		4
PHI 100 or any HIS Global Understanding designated course ^{GU}		3
Select by Concentration		6
Paralegal Studies / Law and Criminal Justice		
LGL 240	Criminal Law and Procedure	
Concentration Elective		
Law, Business & Management		
LGL 242	Business Organizations	
Concentration Elective		
Hours		16
Fourth Semester		
LGL 211	Civil Litigation and Tort Applications	3
LGL 199 or LGL 197	Legal Experience and Ethics or Legal Practicum and Ethics	3-4
Arts & Humanities / Behavioral & Social Science Elective		3
Select by Concentration		6
Paralegal Studies		
LGL 220	Real Estate Law	
Concentration Elective		
Law, Business & Management		
LGL 243	Bankruptcy Law	
Concentration Elective		
Law and Criminal Justice		
LGL 246	Elder Law	
Concentration Elective		
Hours		15-16
Total Hours		61-62

College Academic Learning Goals

- CR Critical Reasoning (<https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#criticalreasoningtext>)
- DJ Diversity and Social Justice (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#DJ_Course_List)
- GU Global Understanding (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#GU_Course_List)
- IL Information Literacy (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#IL_Course_List)
- TC Information Technology (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#IT_Course_List)
- OC Oral Communication (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#OC_Course_List)
- QR Quantitative Reasoning (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#QR_Course_List)
- SI Scientific Inquiry (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#SR_Course_List)
- WC Written Communication (https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#WC_Course_List)

MAT 120 Modern College Mathematics or higher, excluding MAT 125 Mathematics for Teachers of Children I

Concentration Electives:

Code	Title	Hours
Concentrations		
<i>Paralegal Studies</i>		

BUS 104	Mathematics for Business *
LGL 220	Real Estate Law *
LGL 240	Criminal Law and Procedure *
ACC 100 or ACC 111	Applied Accounting Financial Accounting
LGL 200	Family Law
LGL 230	Will, Trusts, and Estates
LGL 241	Administrative Law
LGL 242	Business Organizations
LGL 243	Bankruptcy Law
LGL 244	Labor and Employment Law
LGL 246	Elder Law

Law, Business & Management

BUS 104	Mathematics for Business *
LGL 242	Business Organizations *
LGL 243	Bankruptcy Law *
ACC 100 or ACC 111	Applied Accounting Financial Accounting
BUS 100	Introduction to Business
BUS 230	Principles of Marketing
BUS 243	Legal Environment of Business
Recommended Arts & Humanities/ Social Science Electives	
SPA 150	Spanish for Business & Law
ECO 210 or ECO 220	Macroeconomic Principles Microeconomic Principles

Law and Criminal Justice

ADJ 241	Criminal Law, Procedure, and Adjudication *
LGL 240	Criminal Law and Procedure *
LGL 246	Elder Law *
ADJ 101	Introduction to Criminal Justice
ADJ 225	Ethics in Criminal Justice
ADJ 240	Criminology
ADJ 260	Corrections-Probation-Parole
SWO 201	Domestic Violence: Impact on Individuals, Families and Communities

Required for Concentration

A maximum of twelve (12) LGL(legal specialty) credits may be transferred in from an ABA accredited college or university.

No more than nine (9) specialty credits may be awarded for Credit for Prior Learning assessment by portfolio or exam.

Students must take at least nine (9) semester credits or the equivalent of legal specialty courses through traditional classroom and/or synchronous online instruction at Delaware County Community College.