

# PARALEGAL STUDIES, ASSOCIATE IN APPLIED SCIENCE (PLG)

Effective: Fall 2021

Paralegal Studies is an associate degree program intended to train a generalist paralegal. 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.

Students who wish to pursue additional education in law or in other disciplines as part of their future plans should consult with an advisor before selecting courses.

**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:

- Conduct legal research to identify the appropriate laws, judicial decisions, regulations and other legal literature to specific legal problems and use critical thinking to analyze results of such research.
- Draft memoranda, briefs and other legal documents applicable to the field of law being studied.
- Demonstrate knowledge of the paralegal's role in trial preparation, trial proceedings and settlement negotiations.
- Investigate and develop the facts of a case, maintain relevant case files and maintain and organize relevant case file documents, such as correspondence, pleadings, reports and briefs.
- Identify and analyze the ethical issues that arise for the Paralegal Professional.
- Apply modern technology to the performance of legal work and tasks.

## Full-Time Academic Plan

First Semester		Hours
ENG 100	English Composition I	3
PLG 100	Introduction to the Paralegal Profession	3
PLG 110	Legal Research and Writing I	3
PLG 130	Technology in the Law	3
Mathematics Elective: Any Quantitative Reasoning designated MAT course <sup>1</sup>		3
<b>Hours</b>		<b>15</b>
Second Semester		Hours
COMM 100	Interpersonal Communication	3
PLG 120	Legal Research and Writing II	3
PLG 140	Contract Law	3
PLG 240	Criminal Law and Procedure	3
Philosophy Elective: Any Global Understanding designated PHI course		3
<b>Hours</b>		<b>15</b>

Third Semester		
ACC 100 or ACC 111	Applied Accounting or Financial Accounting	3
ENG 112	English Composition II: Writing About Literature	3
PLG 220	Real Estate Law	3
PLG 210	Civil Litigation and Tort Principles	3
Science Elective: Any Scientific Inquiry designated Science course		4
<b>Hours</b>		<b>16</b>
Fourth Semester		
PLG 211	Civil Litigation and Tort Applications	3
PLG 199 or PLG 197	Paralegal Experience and Legal Ethics or Paralegal Practicum and Legal Ethics	3-4
Two PLG Electives		6
Social Science/Humanities Elective: Any Diversity and Social Justice designated Social Science or Humanities course		3
<b>Hours</b>		<b>15-16</b>
<b>Total Hours</b>		<b>61-62</b>

## Notes

**Quantitative Reasoning designated courses ([https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#QR\\_Course\\_List](https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#QR_Course_List)).**

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

**Global Understanding designated courses ([https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#GU\\_Course\\_List](https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#GU_Course_List)).**

**Scientific Inquiry designated courses ([https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#SR\\_Course\\_List](https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#SR_Course_List)).**

**Diversity and Social Justice designated courses ([https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#DJ\\_Course\\_List](https://catalog.dccc.edu/academic-programs/college-academic-learning-goals/#DJ_Course_List)).**

### PLG Elective:

Code	Title	Hours
Select six (6) credits from:		
PLG 200	Family Law	3
PLG 230	Estates, Trusts and Wills	3
PLG 241	Administrative Law	3
PLG 242	Business Organizations	3
PLG 243	Bankruptcy Law	3
PLG 244	Labor and Employment Law	3
PLG 246	Elder Law	3

A maximum of twelve (12) PLG (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 synchronous instruction at Delaware County Community College.

## Part-Time Academic Plan

Course	Title	Hours
<b>First Semester</b>		
ENG 100	English Composition I	3
PLG 100	Introduction to the Paralegal Profession	3
PLG 110	Legal Research and Writing I	3
<b>Hours</b>		<b>9</b>
<b>Second Semester</b>		
PLG 120	Legal Research and Writing II	3
Mathematics Elective: Any Quantitative Reasoning designated MAT course <sup>1</sup>		3
COMM 100	Interpersonal Communication	3
<b>Hours</b>		<b>9</b>
<b>Third Semester</b>		
PLG 130	Technology in the Law	3
PLG 140	Contract Law	3
PLG 240	Criminal Law and Procedure	3
<b>Hours</b>		<b>9</b>
<b>Fourth Semester</b>		
Philosophy Elective: Any Global Understanding designated PHI course		3
ACC 100 or ACC 111	Applied Accounting or Financial Accounting	3
ENG 112	English Composition II: Writing About Literature	3
<b>Hours</b>		<b>9</b>
<b>Fifth Semester</b>		
PLG 220	Real Estate Law	3
PLG 210	Civil Litigation and Tort Principles	3
<b>Hours</b>		<b>6</b>
<b>Sixth Semester</b>		
PLG 211	Civil Litigation and Tort Applications	3
Scientific Inquiry (SI) designated Science course.		4
<b>Hours</b>		<b>7</b>
<b>Seventh Semester</b>		
PLG 197 or PLG 199	Paralegal Practicum and Legal Ethics or Paralegal Experience and Legal Ethics	3-4
PLG Elective		3
<b>Hours</b>		<b>6-7</b>
<b>Eighth Semester</b>		
Any Diversity and Social Justice (DJ) designated course.		3
PLG Elective		3
<b>Hours</b>		<b>6</b>
<b>Total Hours</b>		<b>61-62</b>

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## Accreditation

This program is approved by The American Bar Association (ABA). The Associate degree in Paralegal Studies is intended to provide graduates with a strong foundation in the areas of legal research and writing, contracts, torts, criminal law and property law. 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.

Unauthorized Practice Law: No person shall engage or assist a person who is not a member of the bar in the performance of activities that constitute the unauthorized practice of law.

## Career