

PARALEGAL STUDIES

The legal profession has evolved, like the medical profession, into a profession of specialties. Based on this development, lawyers need qualified assistants to better help them provide legal services to their clients. Paralegals are trained, professional technicians able to provide this needed legal assistance.

This degree program is specifically designed to prepare and provide students with the analytical skills and written abilities necessary to assist attorneys in the practice of law. The technical curriculum goals and objectives emphasize three primary areas:

1. Legal Research, Analysis and Writing
2. Ethics and the Mechanics of Law
3. Integration of Substantive and Procedural Law

The successful paralegal degree candidate will possess a broad educational background with an opportunity to gain specialized skills in specific areas of law. The large curriculum offering also allows practicing paralegals to attend college refresher or new skills development courses.

This program does not prepare students for law school or the practice of law.

CAREER OPPORTUNITIES

Claim Examiner
Compensation and Benefits Manager
Compliance and Enforcement Inspector

†Contract Consultant
Forms and Procedures Specialist
Freelance Paralegal

* Labor Relations Specialist
Law Clerk
Legal Aide
Legal Assistant
Legal Research Assistant
Legal Technician
Occupational Safety and Health Worker

†Paralegal
Patent Agent
Title Examiner

* Bachelor Degree or higher required

† Bachelor Degree normally recommended

Associate in Science Degree Requirements:

Course	Title	Units
BOT 120-122	Comprehensive Word Levels I-III	3
BUS 125	Business Law: Legal Environment of Business	3
PARA 100	Introduction to Paralegal Studies	3
PARA 110	Civil Litigation Practice and Procedures	3
PARA 130	Legal Research and Writing	3
PARA 132	Computer Assisted Legal Research (CALR)	3
PARA 135	Bankruptcy Law	3
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Select at least six units from the following:

PARA 120	Administrative Law	3
PARA 125	Business Organizations	1
PARA 140	Criminal Law and Procedures	3
PARA 145	Estate Planning	3
PARA 150	Family Law	3
PARA 155	Insurance Law	3
PARA 160	Personal Injury	1
PARA 165	Probate Law	3
PARA 170	Worker's Compensation	1
PARA 250*	Internship	1-3
		<u>6</u>
	Total Required	27
	Plus General Education Requirements	

*Student must complete 18 units within the major to be eligible for this course.

Recommended Elective: BUS 128

GENERAL EDUCATION REQUIREMENTS FOR THE PARALEGAL STUDIES DEGREE:

AREA A—LANGUAGE AND RATIONALITY

(Minimum of 6 semester units)

One course from each area:

1. Written Communication

ENGL 120

2. Oral Communication and Analytical Thinking

COMM 120, 122, 137

ENGR 100

MATH 103, 110, 120, 125, 150, 160, 170,

175, 176, 178, 180, 245, 280, 281, 284

PHIL 125, 130

PSY 215

AREA B—NATURAL SCIENCES

(Minimum of 4 semester units)

A course that includes a laboratory (laboratory courses are underlined):

ANTH 130

ASTR 110, 112

BIO 112, 115, 122, 126, 128, 130, 131, 140,

152, 210, 220, 221

CHEM 113, 115, 116, 120, 141

GEOG 120, 121

GEOL 104, 110, 111

OCEA 112, 113

PHYC 110, 120, 121, 130, 131, 190, 200, 210

AREA C—HUMANITIES

(Minimum of 3 semester units)

One of the following courses:

ARAM 120, 121, 220

ARBC 120, 121, 145, 220, 221, 250, 251

ART 100, 120, 140, 141, 144, 145

ASL 120

COMM 124, 145

ENGL 122, 201, 202, 207, 214, 217, 221, 222,

231, 232, 270, 271, 275, 276, 277

FREN 120, 121, 220, 221, 250, 251

HIST 100, 101, 105, 106, 210

HUM 110, 120, 140, 155

ITAL 120, 121, 220

MUS 110, 111, 114, 115, 116, 117

PHIL 110, 115, 117, 140, 160, 170

RELG 120, 130, 210, 215

SPAN 120, 120A & 120B*, 121, 141, 145, 220,

221, 250, 251

THTR 110, 120, 121

AREA D—SOCIAL AND BEHAVIORAL SCIENCES

(Minimum of 3 semester units)

One of the following courses:

ANTH 120

CD 115, 125

ECON 110, 120, 121

GEOG 106, 130, 132

HED 120, 122, 201

HIST 108, 109, 114, 115, 118, 119, 122, 123,

124, 130, 131, 132, 133, 180, 181

POSC 120, 121, 124, 130, 140

PSY 120, 125, 134, 138, 140, 165, 170, 220

SOC 120, 125, 130

ADDITIONAL REQUIREMENTS:

(Minimum 6 semester units)

Two courses from two different areas:

- Area B - Natural Sciences
- Area C - Humanities
- Area D - Social and Behavioral Sciences

*Will receive general education credit for SPAN 120B only after completion of SPAN 120A.

DEGREE REQUIREMENTS:

Cuyamaca College will confer the Degree of Associate in Science in Paralegal Studies upon students who successfully complete the following requirements:

1. A minimum of 60 semester units of college work.
2. Competency Requirements
 - A. Completion of ENGL 120 with a grade of "C" or better or "P**".
 - B. Completion of MATH 103 or a higher numbered mathematics class with a grade of "C" or better or "P**" or completion of MDTP Assessment placing into a class higher than MATH 103 or 110.
3. Exercise Science Degree Requirements

Two activity courses in exercise science are required for graduation from Cuyamaca College. These courses are marked with an asterisk in the Course Descriptions section.

 - A. If medical reasons necessitate exclusion from exercise science, a medical statement must be on file with the Admissions and Records Office. Adaptive exercise science classes are available.
 - B. Veterans who have completed at least one year of honorable active service will receive two units of credit for exercise science which will satisfy the activity requirement for graduation. To receive credit for military service, a DD-214 or appropriate military records must be submitted to the Admissions and Records Office.
4. Achievement of a "C" average (2.0 GPA) in all college work counted toward general education requirements.
5. Achievement of a "C" grade or better in all courses counted toward the major. (P/NP grading not accepted for the major.)
6. A maximum of 12 "P**" semester units taken in regular course work at this institution may be counted toward the 60 semester units required for graduation but shall not be included as part of the requirements for the major.
7. A minimum of 12 semester units of Legal Specialty courses must be completed at Cuyamaca College.

*A grade of "P" (Pass) represents a "C" grade or better.

For more information regarding degree requirements, see Degree Requirements and Transfer Information section.