

Bachelor of Arts Degree in Paralegal Studies (181 units)

A graduate from this program will:

- Understand the professional and ethical role of a paralegal and the specific regulations and rules pertaining to the performance of paralegal tasks
- Demonstrate an understanding of the roots and sources of the American legal system, its structure, administration, and the foundations of procedural and substantive law
- Demonstrate an ability to understand and use the appropriate forms and practices related to litigation, trial procedures, and appeals
- Develop a proficiency in legal research and writing; have sufficient opportunities to write frequently, as suggested in the Writing across the Curriculum policy adopted department faculty; demonstrate an ability to perform tasks, using the tools of research and writing in preparing a variety of legal documents
- Become familiar with the operation and management of a modern law office and the role of a paralegal in that setting
- Develop a conceptual and substantive knowledge of the subjects of torts and contracts
- Develop habits of critical thinking and the ability to analyze and apply the law to specific factual situations
- **GENERAL EDUCATION REQUIREMENTS (73 units)**
 - **Communications (20 units)**
 - [ENGL 101](#) Written Communications
 - [ENGL 102](#) Advanced Written Communications
 - [ENGL 103](#) Intensive Grammar
 - [ENGL 110](#) Oral Communications
 - [ENGL 201](#) Report Writing
 - **Social and Behavioral Sciences (24 units)**
 - PS 101 American Institutions
 - Select one of the following:
 - HIST 101 U.S. History I
 - HIST 102 U.S. History II
 - HIST 103 U.S. History III
 - Select two of the following:
 - PSY 101 Introduction to Psychology
 - SOC 100 Interpersonal Communication
 - SOC 101 Introduction to Sociology
 - Select one of the following:

- HIST 110 Western Civilization I
 - HIST 111 Western Civilization II
 - HIST 112 Western Civilization III
 - HIST 120 Modern Asian History
 - PS 105 Modern World Issues
 - Upper-Division Social and Behavioral Sciences Elective
 - **Humanities (16 units)**
 - Choose two of the following:
 - AM 101 Art & Music Appreciation
 - PHIL 101 Introduction to Philosophy
 - REL 101 Great Religions of the World
 - LIT 101 Introduction to Literature
 - SPAN 101 Elementary Spanish I
 - Upper-Division Humanities Elective
 - Humanities Elective
 - **Math and Science (13 units)**
 - Science Elective with a Lab
 - Math 100 College Math
 - Math or Science Elective
- **MAJOR CORE REQUIREMENTS (36 UNITS)**
 - LEGA 101 Introduction to the Legal System
 - LEGA 102 Torts
 - LEGA 201 Contracts
 - LEGA 204 Criminal Law
 - LEGA 206 Legal Drafting
 - LEGA 207 Legal Research
 - LEGA 210 Civil Litigation
 - LEGA 212 Professional Responsibility
 - LEGA 230 Evidence
- **PARALEGAL STUDIES MAJOR ELECTIVES (20 units)**
- **BUSINESS AND ADMINISTRATIVE MANAGEMENT REQUIREMENTS (24 units)**
 - ACCT 101 Accounting I
 - ADM 120 Computer Applications
 - Administrative Management Electives (16 units)
- **FREE ELECTIVES (28 units)**