

Paralegal Studies

Department of Business Administration(361) 698-1372

The Paralegal Studies degree prepares students to work in law offices or other related entities as paralegals or legal assistants. The innovative technology that attorneys, courts at law and District Clerk offices utilize is taught through a variety of courses and reinforced throughout the curriculum.

ASSOCIATE IN APPLIED SCIENCE DEGREE: PARALEGAL STUDIES (Suggested Occupational Plan)

		Sem.		
		Lec	Lab	Hrs.
FIRST SEMESTER	Clock			
	Hours			
LGLA 1317.	Law Office Technology3	0	3	48
HRPO 1311.	Human Relations3	0	3	48
LGLA 1307.	Introduction to Law and the Legal Professions3	0	3	48
ENGL 1301.	Composition I3	0	3	48
	American History/Government/Social and Behavioral Sciences Core Elective3	0	3	48
SECOND SEMESTER				
LGLA 1401.	Legal Research and Writing3	3	4	96
LGLA 1341.	Administrative Law OR			
LGLA 1353.	Wills, Trusts, and Probate Administration OR			
LGLA 2309.	Real Property3	0	3	48
MATH 1314	College Algebra3	0	3	48
	Communications (SPCH) Core Elective3	0	3	48
	Creative Arts OR Language, Philosophy and Culture Core Elective3	0	3	48
THIRD SEMESTER				
LGLA 1345.	Civil Litigation.....3	0	3	48
LGLA 1355.	Family Law3	0	3	48
LGLA 2305.	Interviewing and Investigating.....3	0	3	48
LGLA Elective or Approved Core Elective3	0	3	48
	Life and Physical Sciences Core Elective3	0	3	48
FOURTH SEMESTER				
LGLA 2307.	Law Office Management.....3	0	3	48
LGLA 2313.	Criminal Law and Procedure3	0	3	48
LGLA 2333.	Advanced Legal Document Preparation3	0	3	48
LGLA Elective or Approved Core Elective3	0	3	48
LGLA 2266.	Practicum-Legal Assistant/Paralegal (Capstone)0	14	2	224
	Total Semester Hours for Associate Degree		60	

The Paralegal Studies program does not qualify a graduate to take a state Bar Exam, represent clients in court, give legal advice or provide independent legal services.

Courses in **bold type** meet General Education requirements for Del Mar College Associate in Applied Science degrees.

To enter the advanced technical certificate program the student must have earned an Associate of Arts, Associate of Science, or baccalaureate degree from an accredited institution of higher learning with a degree other than Paralegal Studies or Paralegal Education.

ADVANCED TECHNICAL CERTIFICATE: PARALEGAL STUDIES

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FIRST SEMESTER					
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LGLA 1317.	Law Office Technology	3	0	3	48
LGLA 1401.	Legal Research and Writing	3	3	4	96
LGLA 1345.	Civil Litigation	3	0	3	48
LGLA Elective**	Select one of the courses below:	3	0	3	48
	LGLA 1341 Administrative Law	3	0	3	48
	LGLA 1353 Wills, Trusts, & Probate Administration	3	0	3	48
	LGLA 1355 Family Law	3	0	3	48
	LGLA 2309 Real Property	3	0	3	48
	LGLA 2313 Criminal Law and Procedure	3	0	3	48
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	LGLA 2309 Real Property	3	0	3	48
LGLA 2333.	Advanced Legal Document Preparation	3	0	3	48
LGLA 2266*	Practicum-Legal Assistant/Paralegal	3	0	3	48
	Total Semester Hours for Advanced Technical Certificate			30	

*The internship requires the intern to work a minimum of 224 hours during the 16 week semester (approximately three and a half months long).

**The student will select a minimum of 2 LGLA electives for the advanced certificate program.

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