

# Associate in Applied Science in Paralegal

## Program Outcomes

Upon completion of this degree, students will experience a well-rounded general education, including a concentration in paralegal coursework.

## Employment Opportunities or Additional Educational Options

With this degree, students can prepare to transfer to four-year institutions to continue their studies in paralegal or law disciplines or begin work in law offices.

## To Learn More About This Program

Contact Leon Letter at (269) 782-1215 or [lletter@swmich.edu](mailto:lletter@swmich.edu).

## Degree Requirements

To earn this degree, students must have an overall GPA of 2.0, fulfill the course requirements of the program listed below, and complete a minimum of 60 credit hours. Additionally, each general education course must be completed with a minimum grade of "C." Courses marked with an asterisk may be substituted for different courses with approval. Talk to an advisor for specific details.

## General Education Courses

### COMMUNICATIONS

| Course ID        | Course                                 | Credits        |
|------------------|--|----------------|
| ENGL 103 or 103W | Freshman English II (or with workshop) | 3 to 4 credits |
| SPEE 102         | Fundamentals of Public Speaking        | 3 credits      |

### MATHEMATICS

| Course ID | Course     | Credits   |
|-----------|------------|-----------|
| MATH 150  | Statistics | 4 credits |

### NATURAL SCIENCE

| Course ID | Course         | Credits   |
|-----------|----------------|-----------|
| BIOL 110  | Human Biology* | 4 credits |

### SOCIAL SCIENCE

| Course ID | Course              | Credits   |
|-----------|---------------------|-----------|
| POSC 201  | American Government | 3 credits |
| ECON 202  | Microeconomics      | 3 credits |

### HUMANITIES

| Course ID | Course                 | Credits   |
|-----------|------------------------|-----------|
| PHIL 210  | Introduction to Ethics | 4 credits |

## Major Specific Required Courses

| Course ID | Course                               | Credits   |
|-----------|--------------------------------------|-----------|
| EDUC 120  | Educational Exploration and Planning | 1 credit  |
| BUSI 207  | Business Law 1                       | 3 credits |
| BUSI 208  | Business Law 2                       | 3 credits |
| BUSI 240  | Professionalism Workshop             | 1 credit  |
| ISYS 110  | Introduction to Computer Technology  | 3 credits |
| LEGA 102  | Law in the United States             | 3 credits |
| LEGA 203  | Legal Research and Writing 1         | 3 credits |
| LEGA 204  | Legal Research and Writing 2         | 3 credits |
| LEGA 205  | Criminal Litigation                  | 3 credits |
| LEGA 206  | Civil Litigation                     | 3 credits |
| LEGA 220  | Torts                                | 3 credits |
| LEGA 230  | Wills, Trusts, and Probate           | 3 credits |
| LEGA 240  | Bankruptcy                           | 3 credits |
| LEGA 255  | Internship                           | 3 credits |

## Additional Notes About the AAS Paralegal Program

- A prerequisite course may be needed prior to enrollment in some courses within this program. Specific prerequisite requirements are listed in the Course Description section in the Course Catalog. A summary of the prerequisites are listed below in the Example Course Sequence.
- This program as outlined does not meet MTA requirements. A student would need an additional science course and an additional humanities course. See advisor for specific details if MTA is important to you.
- Courses taken out of sequence may delay a student's ability to complete the program in a timely manner. Please consult your advisor regularly.
- Each student should submit a graduation application at least one full semester before he/she plans to graduate.
- This program is subject to change. Students should consult with their advisor for program updates.

## Example Course Sequence

The following is a sample of a semester-by-semester approach to completing this program.

### FIRST SEMESTER

| Courses  | Credits        | Prerequisites (Minimum Grade of "C" Required)   |
|--|----------------|---|
| ENGL 103 or 103W Freshman English 2 (or with workshop) | 3 to 4 credits | CRIT 103, CRIT 103W, or test scores (concurrent enrollment allowed); ENGL 101 or test score |
| EDUC 120 Educational Exploration and Planning          | 1 credit       | CRIT 103, CRIT 103W, or test scores (concurrent enrollment allowed)                         |
| ISYS 110 Introduction to Computer Technology           | 3 credits      | None  |
| LEGA 102 Law in the United States                      | 3 credits      | CRIT 103, CRIT 103W, or test scores (concurrent enrollment allowed)                         |
| LEGA 203 Legal Research & Writing 1                    | 3 credits      | LEGA 102 and ENGL 103 or ENGL 103W (concurrent enrollment allowed)                          |
| SPEE 102 Fundamentals of Public Speaking               | 3 credits      | None  |

### SECOND SEMESTER

| Courses                             | Credits   | Prerequisites (Minimum Grade of "C" Required)                       |
|-------------------------------------|-----------|---|
| BIOL 110 Human Biology              | 4 credits | CRIT 103, CRIT 103W, or test scores (concurrent enrollment allowed) |
| LEGA 204 Legal Research & Writing 2 | 3 credits | LEGA 203  |
| MATH 150 Statistics                 | 4 credits | MATH 101, MATH 102, or test scores                                  |
| PHIL 210 Introduction to Ethics     | 4 credits | ENGL 103 or ENGL 103W   |

### THIRD SEMESTER

| Courses                      | Credits   | Prerequisites (Minimum Grade of "C" Required)                       |
|------------------------------|-----------|---|
| BUSI 207 Business Law 1      | 3 credits | None. BUSI 200 recommended.   |
| BUSI 208 Business Law 2      | 3 credits | None. BUSI 200 recommended.   |
| ECON 202 Microeconomics      | 3 credits | MATH 101, MATH 102 or test scores                                   |
| LEGA 220 Torts               | 3 credits | LEGA 102 and LEGA 203   |
| POSC 201 American Government | 3 credits | CRIT 103, CRIT 103W, or test scores (concurrent enrollment allowed) |

### FOURTH SEMESTER

| Courses                             | Credits   | Prerequisites (Minimum Grade of "C" Required)                                  |
|-------------------------------------|-----------|--|
| BUSI 240 Professionalism Workshop   | 1 credit  | None   |
| LEGA 205 Criminal Litigation        | 3 credits | LEGA 102 and LEGA 203  |
| LEGA 206 Civil Litigation           | 3 credits | LEGA 102 and LEGA 203  |
| LEGA 230 Wills, Trusts, and Probate | 3 credits | LEGA 102 and LEGA 203  |
| LEGA 240 Bankruptcy                 | 3 credits | LEGA 102 and LEGA 203  |
| LEGA 255 Internship                 | 3 credits | Permission of Internship Coordinator; BUSI 240 (concurrent enrollment allowed) |