

ASSOCIATE IN APPLIED SCIENCE
Paralegal Studies

PAR.AAS

CODE	COURSE	CREDITS	CODE	COURSE	CREDITS
First Year/First Semester			Second Year/First Semester		
ENG-101	English Composition I	3	PAR-210	Law Office Management	3
CSC-101	Computer Literacy	3	LAW-101	Legal Environment/Business Law I	3
PAR-101	Introduction to Paralegal Studies	3	CRJ-103	Legal Systems	3
PAR-201	Legal Research and Writing I	3	SPE-102	Public Speaking	3
MTH.....	Mathematics General Education Elective	3	SOC-205	Social Diversity	3
HPE.....	Health & Exercise Science Elective	1	HPE.....	Health & Exercise Science Elective	1
		16			16
Second Semester			Second Semester		
ENG-102	English Composition II	3	PAR-203	Family Law	3
OST-123	Introduction to Microsoft Word	3	PAR-204	Real Estate Law or	
PAR-102	Litigation/Civil Procedures	3	PAR-207	Bankruptcy Basics	3
PAR-202	Legal Research and Writing II	3	PAR-205	Estate and Probate	3
POL-101	Introduction to Political Science	3	PAR-206	Paralegal Internship	3
CRJ-105	Criminal Law	3	Humanities General Education Elective	3
		18			15
				Total Minimum Credits	65

PROGRAM DESCRIPTION

This program is designed to prepare students for entry-level paraprofessional positions in the legal field. A paralegal is a person qualified by education, training, or work experience; who is employed or retained by a lawyer, law office, corporation, governmental agency, or other entity, and who performs specifically delegated substantive legal work for which a lawyer is responsible. Paralegals may not give legal advice or otherwise engage in the unauthorized practice of law. Paralegal work includes developing and modifying procedures used in the legal field, preparing routine legal documents, assisting in the preparation of cases for trial, investigating facts, researching, selecting, assessing, compiling, and using information from the law library and other references, and analyzing and handling procedural problems.

All Paralegal Studies degree candidates must comply with the applicable legal authority governing the unauthorized practice of law in the jurisdiction in which they will eventually practice.

PROGRAM GOALS

- To prepare students for entry-level paraprofessional positions in the legal field.
- To prepare students for Paralegal Advanced Competency Exam (P.A.C.E.).

PROGRAM STUDENT LEARNING OUTCOMES

- At the end of the program, the graduate will be able to:
1. Discuss fundamental legal concepts and principles to think critically about law and social issues.
 2. Evaluate the court system and both civil and criminal procedure.
 3. Conduct legal research using both primary and secondary sources in either printed or electronic versions.
 4. Interact with clients of various cultures and backgrounds.

EMPLOYMENT OPPORTUNITIES

- Law firms
- U.S. or state prosecutors' and public defenders' offices
- Financial institutions, insurance companies and other corporations
- The government
- Legal aid offices

CONTACT PERSON

Professor Sondi Lee, Coordinator
 (856) 227-7200, ext. 4558
 email: slee@camdencc.edu

Highlights

According to the U.S. Bureau of Labor and Statistics, Paralegals are in high demand and projects an increase of 18% in paralegal jobs from the year 2010-2020. Paralegals earn about \$75,419. per year in the top 10% of all paralegals positions and around \$29,420. in the bottom 10% with a Median earnings level of \$49,990 or \$22.59/hour.