

GUIDED PATHWAY: PARALEGAL A.A.S.

LAW and PUBLIC SERVICE CAREER PATH



For more information, visit the [Dallas College Paralegal webpage](http://www.dcccd.edu/paralegal) [www.dcccd.edu/paralegal] and your academic advisor at the El Centro Campus.

This is an example course sequence for students interested in pursuing Paralegal Studies. It does not represent a contract, nor does it guarantee course availability. Following this pathway will help you earn an Associate of Applied Science (A.A.S.) degree in Paralegal. Students must earn at least 25% of the credit hours (15 hours) required for graduation through instruction by Dallas College. See catalog for [official degree requirements](#).

The A.A.S. degree is designed to prepare you to function as a technically qualified assistant to the lawyer. Paralegals typically work in law firms, governmental agencies, corporations, and other business entities. The program does not qualify a graduate to take a State Bar exam, represent clients in court, give legal advice, or provide independent legal services. Paralegals may not provide legal services directly to the public, except as permitted by law. Courses that complete the degree are noted below.

Visit www.ntxccc.org/pathways to view guided pathways created for students who complete an A.A.S. degree and the options for transfer. Speak with an academic advisor at your campus to choose courses that will help you to transfer to a specific university.

Catalog Year	2020-2021	You may use this pathway if you entered Dallas College on or before this date.
Degree Type	Associate of Applied Science	
GPA Requirement	Student must earn a GPA of 2.0 or higher	
TSI	Must be Complete	

SEMESTER-BY-SEMESTER MAP FOR FULL-TIME STUDENTS

All plans can be modified to fit the needs of part-time students. This is not an official degree plan. See catalog for [official degree requirements](#).

AAS DEGREE MINIMUM: 60 SEMESTER CREDIT HOURS

SEMESTER 1 Total Hours: 15

- [LGLA 1301](#) – Legal Research and Writing
- [LGLA 1311](#) – Introduction to Law
- [LGLA 1313](#) – Introduction to Paralegal Studies
- [LGLA 1317](#) – Law Office Technology
- [ENGL 1301](#) – Composition I *This is a Core course. Must earn a grade of "C" or better.*

SEMESTER 1 ACTION ITEMS

1. Meet with your advisor to confirm academic and career goals before the end of the semester.
2. Meet with a career advisor or coach to research your career options and opportunities with a Paralegal degree.
3. Meet with faculty or a career advisor/coach regarding opportunities for job shadowing and internships.

SEMESTER 2 Total Hours: 15

- [LGLA 1345](#) – Civil Litigation
- [LGLA 1351](#) – Contracts
- [LGLA 1353](#) – Wills, Trusts and Probate Administration
- [LGLA 1355](#) – Family Law
- [MATH ELECTIVE*](#) *This is a Core course. Must earn a grade of "C" or better.*

*There are several options to fulfill this requirement. See your academic advisor for a specific list.

SEMESTER 2 ACTION ITEMS

1. Meet with your advisor to request an official program of study audit and confirm or update your academic/career path.

2. Meet with a faculty or career advisor regarding placement for the Cooperative Education course.

SEMESTER 3

Total Hours: 15

[LGLA 2303](#) – Torts and Personal Injury Law

[LGLA 2311](#) – Business Organizations

CHOOSE ONE: [SPCH 1311](#) – Introduction to Speech Communication *This is a Core course.* **OR**

[SPCH 1315](#) – Public Speaking *This is a Core course.*

CHOOSE ONE: [GOVT 2305](#) – Federal Government *This is a Core course.* **OR**

[GOVT 2306](#) – Texas Government *This is a Core course.*

CHOOSE ONE: [LGLA 1380](#) – Cooperative Education-Legal Assistant/Paralegal *Students are required to have a paid legal position prior to the beginning of the semester. The course offers college credit for legal work experience and lectures to aid in career development or advancement.* **OR**

PARALEGAL ELECTIVE (one course)*

* Paralegal Electives: Selected from the following: LGLA 1300, LGLA 1323, LGLA 1343, LGLA 1359, LGLA 2313, LGLA 2315, LGLA 2323, LGLA 2335

SEMESTER 3 ACTION ITEMS

1. Meet with faculty or a career advisor/coach for placement in the Cooperative Education Course, if needed.

SEMESTER 4

Total Hours: 15

[LGLA 2309](#) – Real Property

[LGLA 2331](#) – Advanced Legal Research and Writing

[HUMANITIES/FINE ARTS ELECTIVE](#)* *This is a Core course.*

[SOCIAL OR BEHAVIORAL SCIENCE ELECTIVE](#)* *This is a Core course.*

CHOOSE ONE: [LGLA 2380](#) – Cooperative Education-Legal Assistant/Paralegal *Students are required to have a paid legal position prior to the beginning of the semester. The course offers college credit for legal work experience and lectures to aid in career development or advancement.* **OR**

PARALEGAL ELECTIVE (one course) **

* There are several options to fulfill this requirement. See your academic advisor for a specific list.

** Paralegal Electives: Select from the following: LGLA 1300, LGLA 1323, LGLA 1343, LGLA 1359, LGLA 2313, LGLA 2315, LGLA 2323, LGLA 2335

SEMESTER 4 ACTION ITEMS

1. After reviewing your degree plan and program of study, meet with your advisor to apply for the Paralegal A.A.S.
2. Sign up for commencement.
3. Join the [Alumni Network!](#)

PATHWAY TOTAL: 60 SEMESTER CREDIT HOURS