

## Paralegal, Associate in Applied Science (2023-2024 Catalog)

Develop	evelopmental Education Courses (if required)					
	ACLS050	Introduction to Academic Literacy				
	ENGL027	Writing Skills Workshop				
	MATH020	Pre-Algebra				
	MATH022	Elementary Algebra				

Placement in English and/or Mathematics must first be determined by <u>official</u> transcripts and/or placement testing. Developmental education courses are only taken if needed based on a student's placement; these courses would be in addition to the courses outlined below. Developmental education courses may extend the timeline to degree completion.

Transferring credits into NCC: Official transcripts are required; awarded credit will appear in Workday's Academic Progress. <a href="PARL">PARL</a> <a href="Specific transfer credits must be reviewed by the PARL department.">PARL</a> department.

		MATH026	Intermediate Algebra		
	complete	Course #	Course Title	Credits	Pre-requisites / Co-requisites
Semester 1		COLS101	College Success	1	Exempt: COLS150 or 12+ transfer credits & 2.0 GPA
		ENGL101	English I	3	PRE: Per ENGL Placement Policy
		CMTH102	Introduction to Communication	3	
		OFAD101	Keyboarding & Formatting Essentials I	3	
		PARL101	Introduction to Paralegal Studies	3	
		PARL153	Real Estate Law	3	PRE or CO: PARL101; PRE: Word Processing Skills
			Total Semester Credits:	16	
er 2		ENGL151L	English II (Literature)	3	PRE: ENGL101
		PARL150	Law Office Procedures	3	
		PARL187	Litigation Practice & Procedure	3	PRE or CO: PARL101; PRE: typing skill
est		PARL205	Legal Research	3	PRE: ENGL101 & PARL101
Semester		PARL	Paralegal Elective	3	
S			General Education Elective	3	Depends on Course Selected
			Total Semester Credits:	18	
		ACCT101	Financial Accounting I	3	
r 3		CISC101	Introduction to Information Technology	3	
ste		PARL210G	Legal Writing	3	PRE: ENGL151 & PARL205
Semester		PARL	Paralegal Elective	3	Pre: varies by course
		PARL	Paralegal Elective	3	Pre: varies by course
			Total Semester Credits:	15	
		PARL250	Internship	3	PRE: CISC 101, PARL 150, PARL 187, PARL 210G
r 4			General Education Elective	3	Depends on Course Selected
Semester			General Education Elective	3	Depends on Course Selected
			Math (QL) or Science (SCI) Elective	3/4	Depends on Course Selected
Ser			Elective	3	Depends on Course Selected
			Total Semester Credits:	15-16	
				64.65	1

Total Degree Credits 64-65

## **Program Notes:**

General Education Electives: students must select courses so that at least two of the following categories are represented: Arts & Humanities; Social Science: Societies and Institutions over Time; Social Science: Scientific Study of Human Behavior.

## How to search for general education electives:

In Workday, use the corresponding **Course Tag** filter to see the available options.

Arts and Humanities = AH
Scientific Study of Human Behavior = SSHB
Socitieties and Institutions Over Time = SIT

## Paralegal Elective: PARL151 Family Law\*

PARL156 Estates and Trusts\*
PARL161 Business Organizational Law\*
PARL162 Contract Law\*
PARL163 Tort Law\*
PARL166 Criminal Law and Procedure \*
PARL175 Bankruptcy Law
\*prequisite is PARL101

General Education Requirements						
	ENGL151L	Diversity				
	PARL210G	Writing Intensive				

\*It is the student's responsibility to be knowledgeable of NCC graduation requirements and, if applicable, to verify transfer requirements with the 4-year institution. Courses listed on the program map are based upon the assumption that prerequisites and courses taken in previous semesters will be successfully completed.