GUIDED PATHWAY: PARALEGAL

For more information, visit www.dcccd.edu/paralegal and your academic advisor at El Centro College.

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 (AAS) degree in Paralegal*. For official degree requirements, click here.

The AAS degree is designed to prepare you to function as a technically qualified assistant to the lawyer. Paralegals (also called legal assistants) 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. Gainful employment information for this degree can be found at www.dcccd.edu/gainfulemp. Courses that complete the Degree (D) are noted below.

Visit www.ntxccc.org/pathways to view guided pathways created for students who complete an AAS degree and the options for transfer to complete a Bachelor of Applied Arts and Science. Speak with an academic advisor at your college to choose courses that will help you transfer to a specific university.

COLLEGE READINESS REQUIREMENTS (only for the AAS)

Enrolling in one or more courses may be necessary if assessment activities and previous academic experiences indicate a need for additional knowledge and skills:

<table>
<thead>
<tr>
<th>READING &amp; WRITING PLACEMENT</th>
<th>MATH PLACEMENT</th>
<th>ENGLISH LANGUAGE PROFICIENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>TSI READING MET: <strong>YES</strong> NO</td>
<td>TSI MATH MET: <strong>YES</strong> NO</td>
<td>ENGLISH PROFICIENCY: <strong>YES</strong> NO</td>
</tr>
</tbody>
</table>

☐ DREA / DWRI / DIRW (Circle one)
☐ LIA
☐ OTHER: ____________________________________________

If TSI or English Language Proficiency not met, insert course(s) needed:

☐ ESOL
☐ OTHER: ____________________________________________

Exemptions/waivers may exist. Speak with an academic advisor regarding placement in college readiness courses and your ability to enroll in core academic coursework.

SEMMESTER-BY-SEMESTER MAP FOR FULL-TIME STUDENTS

**ALL PLANS CAN BE MODIFIED TO FIT THE NEEDS OF PART-TIME STUDENTS**

**D**

PREREQUISITE SEMESTER 1

- 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 IV (core course)

**ACTION ITEMS**

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

**TOTAL SEMESTER CREDIT HOURS: 15**

PREREQUISITE SEMESTER 2

- LGLA 1345 – Civil Litigation
- LGLA 1351 – Contracts
- LGLA 1353 – Wills, Trusts and Probate Administration
- LGLA 1355 – Family Law
- MATH Elective *v, vi (core course)

**ACTION ITEMS**

- Meet with your advisor to file an official program of study audit, confirm or update your academic/career pathway and program of study.
- Meet with a faculty or career advisor regarding placement for the Cooperative Education course.

**TOTAL SEMESTER CREDIT HOURS: 15**

**SEMMESTER 3**

- LGLA 2303 – Torts and Personal Injury Law
- LGLA 2311 – Business Organizations
- SPCH 1311 – Introduction to Speech Communication OR
- SPCH 1315 – Public Speaking (core courses)
- GOVT 2305 – Federal Government OR
- GOVT 2306 – Texas Government (core courses)
- LGLA 1380 – Cooperative Education-Legal Assistant/Paralegal vi OR
- Paralegal Elective vi

**ACTION ITEMS**

- Meet with a faculty or career advisor regarding placement for the Cooperative Education course.
- Meet with a career advisor or coach for assistance in preparing for job search.

**TOTAL SEMESTER CREDIT HOURS: 15**

**D**

SEMMESTER 3

- LGLA 2309 – Real Property
- LGLA 2331 – Advanced Legal Research and Writing
- LGLA 2380 – Cooperative Education-Legal Assistant/Paralegal vi OR
- Paralegal Elective vi
- Humanities/Fine Arts vi (core course)
- Social or Behavioral Science Elective vi (core course)

**ACTION ITEMS**

- After reviewing your degree plan and program of study, apply for Graduation.
  - Meet with your advisor to apply for the Paralegal AAS.
  - Sign up for commencement.
- Join the Alumni Network!

**TOTAL SEMESTER CREDIT HOURS: 15**

AAS DEGREE MINIMUM: 60 SEMESTER CREDIT HOURS | PATHWAY TOTAL: 60 SEMESTER CREDIT HOURS

---

*Degree plans may change in later catalogs. You may use this pathway if you entered one of the seven colleges on or before this date.

*Students must earn at least 25% of the credit hours (15 hours) required for graduation through instruction by one of the seven DCCCD colleges awarding the degree.

*This is not an official degree plan. For official degree requirements, click here.

*You must earn a grade of “C” or better in English 1301 and the selected college-level mathematics course.

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

*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.

vi Paralegal Electives: SIX Semester credit hours must be selected from the following: LGLA 1300, LGLA 1323, LGLA 1343, LGLA 1359, LGLA 2313, LGLA 2315, LGLA 2323, LGLA 2335

Dallas County Community College District