

PARALEGAL STUDIES

Graduates of this program will:

Paralegal Studies, Associate of Applied Science Degree

1. Explain basic legal terms and concepts related to key areas of substantive law.
2. Apply professional written communication skills to legal memorandums, documents and pleadings.
3. Use legal research skills and apply relevant statutes, regulations and case law to given fact patterns or real-world scenarios.
4. Create legal memorandum, documents and pleadings based on an application of the law to given fact patterns or real-world scenarios.
5. Evaluate and express the ethical rules that govern lawyers and paralegals to given fact patterns or real-world scenarios.

Legal Assistant, Certificate of Completion

1. Express an understanding of the court system, administrative agencies, and functions of law offices.
2. Practice legal research skills and application of relevant status, regulations and case law to given fact patterns or real-world scenarios.
3. Practice creating legal memorandum and documents based on an application of the law to given fact patterns or real-world scenarios.
4. Apply and express the ethical rules that govern law offices to given fact patterns or real-world scenarios.