

# LEGAL STUDIES, A.S.

If you're interested in being a part of an exciting profession that impacts every area of our lives, then becoming a legal assistant is the right career for you. But what does a legal assistant, or paralegal, do? Basically, they help the attorneys they work for keep things organized and on track by doing important legal tasks. This can include assisting attorneys during trials, organizing and managing case files, performing legal research, preparing legal briefs, filing legal documents, and conducting client and witness interviews. The Legal Studies program will challenge you intellectually and provide you with the skills needed to work in this exciting field.

In the Legal Studies program, we study law to understand the foundation our society is built upon, the laws created to protect us, and the rules we are bound to respect. We learn to think critically about current legal issues and develop skills needed to work under the direction of an attorney. According to the Department of Labor, as more people will require additional legal services, the demand for paralegals is expected to grow faster than the average for all occupations through 2024. Also, if you already have an Associate's or Bachelor's degree in any area, this program can give you the legal basics a paralegal needs to know while building upon the areas you've already completed. The Associate in Science - Legal Studies degree provides you with the educational foundation to help you work in all areas of the legal system, including courts, law firms and government agencies. \*Paralegals may not provide legal services directly to the public except as permitted by law.

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## Program Map Design Your Future!

Begin by exploring MSJC program maps to find career or transfer (<https://msjc.emsicc.com/?radius=&region=All%20Regions>) opportunities. Program maps show the recommended course sequence that leads to graduation or transfer. The maps were developed by program experts to give you the skills and knowledge you need to succeed.

- **Starting in Spring?** Choose Fall Semester 1 courses.
- **Are you a part-time student?** Start Fall Semester 1 courses and follow the course sequence.

Fall Semester 1		Units
LEG-100	Foundations of the Legal System	3
LEG-505	California Civil Procedure (formerly LEG-105)	3
CSCR-502	Personal Success Habits of Highly Effective People (formerly GUID-120)	3
ENGL-101	College Composition	3
LEG-507	Research and Writing for Legal Assistant (formerly LEG-107)	3
<b>Units</b>		<b>15</b>
Spring Semester 1		
COMM-100	Public Speaking	3
ANTH-101	Biological Anthropology	3
HIST-112	U.S. History Since 1865	3
LEG-534	Family Law (formerly LEG-134)	3

MATH-140	Introduction to Statistics	3
<b>Units</b>		<b>15</b>
Fall Semester 2		
LEG-512	Administrative Law (formerly LEG-112)	3
LEG-560	Business Organizations (formerly LEG-160)	3
LEG-549 or CWE-549	Work Experience Education: Legal Assistant or General Work Experience	1
AJ-101	Criminal Law	3
LIT/ETHS-280	Multiethnic Literature (formerly ENGL-280)	3
AJ-102	Introduction to Criminal Justice	3
<b>Units</b>		<b>16</b>
Spring Semester 2		
LEG-524	Immigration Law (formerly LEG-124)	3
LEG-503	Elder Law (formerly LEG-103)	3
AJ-103	Criminal Evidence	3
AJ-111 or AJ-515	Criminal Procedures or Introduction to Probation and Parole (formerly AJ-115)	3
PHIL-105	Introduction to Ethics	3
<b>Units</b>		<b>15</b>
<b>Total Units</b>		<b>61</b>

Note: AREA G (Math Competency) can be demonstrated by a high school math course at or above the level of Algebra 2 with a grade of C or better.

## Requirements

An Associate Degree in this program requires students to complete MSJC's local General Education, Option A, by fulfilling all general education areas. In addition, students must complete all major requirements and complete an overall total of 60 degree applicable units with a minimum 2.0 GPA.

Course	Title	Credits
<b>MSJC General Education Option A (<a href="https://catalog.msjc.edu/degrees-certificates-curricula/general-education-option-a/">https://catalog.msjc.edu/degrees-certificates-curricula/general-education-option-a/</a>)</b>		<b>24</b>
<b>Required Core Courses</b>		<b>18</b>
<b>Elective Legal Studies Courses</b>		<b>9</b>
<b>Electives (as needed to reach 60 units)</b>		

Course	Title	Credits
<b>Required Core Courses</b>		
LEG-100	Foundations of the Legal System	3
LEG-505	California Civil Procedure (formerly LEG-105)	3
LEG-507	Research and Writing for Legal Assistant (formerly LEG-107)	3
LEG-512	Administrative Law (formerly LEG-112)	3
LEG-534	Family Law (formerly LEG-134)	3
LEG-560	Business Organizations (formerly LEG-160)	3
<b>Elective Courses</b>		
Select 3 from the following: 9		
LEG-503	Elder Law (formerly LEG-103)	
LEG-549	Work Experience Education: Legal Assistant	

or CWE-549	General Work Experience
LEG-524	Immigration Law (formerly LEG-124)
AJ-101	Criminal Law
AJ-103	Criminal Evidence
AJ-111	Criminal Procedures
AJ-515	Introduction to Probation and Parole (formerly AJ-115)
<b>Total Units</b>	<b>27</b>

## Career Exploration

Discover information about careers that interest you!

1. Take a **Career Quiz** (<https://msjc.emsicc.com/assessment/>) to learn about yourself and receive career suggestions based on your interests.
2. Search available **in-demand jobs** (<https://msjc.emsicc.com/browse-careers/>) in your career areas of interest and find up-to-date salaries and education requirements.
3. Find the **MSJC Program** (<https://msjc.emsicc.com/browse-programs/>) that connects your interests to a career.

Note: There are no guaranteed positions for students completing these programs. Education and work experience required will vary by employer. The salary and benefits for specific occupations will be dependent on work experience, education, background, and employer.