

**LEGAL ASSISTING (Paralegal Studies)
Associate in Science Major Code 2172**

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Program Description

The Legal Assisting (Paralegal Studies) Associate in Science Degree, offered at the South and North Campuses, is a program designed for students seeking a career in a law-related field as a paraprofessional.

Upon successful completion of this program, a student will be able to work under the supervision of an attorney and perform many vital functions as a legal assistant. Paralegals may be responsible for interviewing, investigation, research, document preparation, and other tasks. They cannot, however, engage in the actual practice of law by doing such activities as giving legal advice, setting fees, negotiating, or representing clients in court. Legal assistants work in law firms, legal departments of major corporations, government agencies (federal, state and local), real estate departments of large businesses, trust departments of banks, brokerage houses, and insurance companies.

This program is approved by the American Bar Association (ABA). For additional information contact the Program Manager at Judson A. Samuels South Campus, 954-201-8011 or the Business Administration at Judson A. Samuels South Campus 954-201-8933 or the Business Administration office at North Campus, 954-201-2217

First Year Term I

*ENC 1101	Composition I	3
**CGS 1060C	Computer and Internet Literacy or	
#OST2764	Info/Word Processing	3
BUL 2241	Business Law I	3
PLA 1003	Introduction to Legal Assisting	3
PLA 1104	Law Library	3
Total Term Semester Hours		15

*Requires a pre- or co-requisite. See course description online at www.broward.edu

#OST 2764, Info/Word Processing Applications is not transferable to A.A. Degree.

①Must be a transferable mathematics or science course.

②Electives are satisfied by taking one (1) of the following courses:

First Year Term II

*PLA 1303	Criminal Litigation	3
*PLA 1435	Corporations	3
*PLA 2466	Debtor/Creditor Relations	3
PLA 1201	Civil Litigation	3
*PLA 2114	Legal Writing and Drafting	3
Total Term Semester Hours		15

CJL 1062	Constitutional Law	3
MTB 1103	Business Mathematics	3
SPN 1000	Elem. Spanish Conversation	3
PLA 2612C	Adv. Title Search Procedures	3
BUL 2242	Business Law II	3
FIN 1100	Personal Finance or	3
PLA 2940	Legal Assisting Practicum	3

First Year Term III, Session II and/or Session III

Humanities/Fine Arts Elective	3	
GEB 2430	Business Ethics	1
Total Term Semester Hours		4

** CGS1060C must be completed within the first 15 hours of Broward College coursework.

It is recommended that you see an academic advisor, counselor or the program manager every term.

Second Year Term I

PLA 1841	Immigration Law	3
OST 2335	Communication in the Workforce	3
ECO 2013	Principles of Economics	3
*PLA 1610	Procedures for Real Estate Title Closing	3
PSY 2012	General Psychology or	
SYG 2000	Principles of Sociology	3
Total Term Semester Hours		15

Second Year Term II

SPC 1608	Public Speaking	3
*PLA 1600	Probate Practice	3
*PLA 1800	Domestic Relation Law	3
①Elective	Mathematics or Science	3
②Electives or Practicum		3
Total Term Semester Hours		15
Total Program Semester Hours		64