

LANSING COMMUNITY COLLEGE

CURRICULUM GUIDE

Paralegal Post-Bachelor
Certificate of Achievement

Curriculum Code: 0744 (Effective Fall 2015 – Summer 2020)

The paralegal/legal assistant post-bachelor program is for students who possess a bachelor's degree. Paralegals/legal assistants, generally work under the supervision of an attorney as authorized by law and adhere to recognized ethical standards and rules of professional responsibility. Paralegals/legal assistants investigate the facts; conduct interviews; perform legal research; analyze substantive and procedural laws; draft appropriate documents including: briefs, pleadings, and other forms. Paralegals/legal assistants possess strong technology and case management skills. Paralegals/legal assistants have a variety of career opportunities in private law firms, governmental agencies, corporations, financial institutions, courts systems, legal aid organizations, and other industries. This program is approved by the American Bar Association (ABA). Paralegals/legal assistants are not authorized to engage in the unauthorized practice of law. Students planning to transfer should see an academic advisor before enrolling in any course. Not all courses in this program transfer to all colleges.

PREREQUISITES

Students should see [Course Descriptions](#) for course prerequisite information. See [Academic Assessment and Placement Testing for Student Success](#) for skills assessment and advising information.

INFORMATION

Contact the Public Service Careers Program, West Campus Building, Room M127, telephone number (517) 483-1570 (Website: www.lcc.edu/publicservice/legal_asst/) or Student Services West Campus, West Campus Building, Room M106, telephone number (517) 267-5452.

REQUIREMENTS (See Notes 1 and 2)

REQUIREMENTS (See Notes 1 and 2)		TOTAL: 28 CREDITS
CODE	TITLE	CREDIT HOURS
LEGL 115	Paralegal Career/Ethics	2
LEGL 125	Legal Research and Writing I	4
LEGL 210	Litigation Procedures	4
LEGL 211	Tort Law	2
LEGL 215	Business Law – Basic Principles	3
LEGL 216	Commercial Transactions	3
LEGL 217	Business Organizations	3
LEGL 225	Legal Research and Writing II	3
LEGL 228	Computer Appl for the Law Ofc	3
LEGL 230	Paralegal Career Portfolio	1

LIMITED CHOICE REQUIREMENTS**TOTAL: 6 CREDITS**Complete the indicated number of credits from **EACH CHOICE** listed below.

CHOICE 1: General Law	6 Credits
LEGL 160 Critical Thinking in Law	3
LEGL 218 Litigation Specialties	3
LEGL 221 Real Estate Transaction	3
LEGL 222 Probate Law and Procedure	3
LEGL 223 Domestic Relations	3
LEGL 224 Administrative Law	3
LEGL 227 Bankruptcy and Collections	3
LEGL 229 Immigration Law	3
LEGL 251 Paralegal Independent Study	3
LEGL 280 Paralegal Internship	3
 MINIMUM TOTAL	 34

NOTES:

1. Students following this curriculum must have proof of a bachelor's degree on file and entered on their official Lansing Community College transcript before beginning this curriculum. Students who do not possess a bachelor's degree should follow the Paralegal, Associate in Business Degree curriculum #0101.
2. At least nine (9) credits of the required legal specialty courses must be earned in attendance at Lansing Community College. The remaining legal specialty course requirements may be fulfilled by transfer credit or other approved method. Whether or not a transfer course is equivalent to a legal specialty course offered by Lansing Community College will be determined by the Paralegal Program Coordinator and Lansing Community College. Information regarding which courses are designated as legal specialty courses may be obtained from the Paralegal Program Coordinator.

SUGGESTED COURSE SEQUENCE

Students should see course descriptions to find out when departments plan to offer courses. Students who for any reason are unable to follow the course sequence suggested below (for example, those who are part-time, have transferred in courses from another school, or have prerequisites to fulfill) should contact an academic advisor for help with adjustments.

I-Fall	II-Spring
LEGL 115	LEGL 216
LEGL 125	LEGL 217
LEGL 210	LEGL 225
LEGL 211	LEGL 230
LEGL 215	Lim.Ch.
LEGL 228	Lim.Ch.