

**LANSING COMMUNITY COLLEGE**

**Health & Public Services**

**Curriculum Code: 0101**  
**(Effective Fall 2018 –**  
**Summer 2023)**

**Paralegal A.B. Pathway**

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. Not all courses in this program transfer to all colleges. Students planning to transfer should see an academic advisor before enrolling in any course.

**For More Information**

Contact the Public Service Careers Program, West Campus Building, Room M127, telephone number (517) 483-1570, or Student Services West Campus, West Campus Building, Room M106, telephone number (517) 267-5452.

| Semester I                                       | Course Title                    | Prerequisites  | Credit/Billing Hours |
|--|---------------------------------|--|----------------------|
| <b>Communication Core Area - <i>Select 1</i></b> |                                 |  |                      |
| COMM 130   | Fund of Public Speaking         | Reading Level 5 and Writing Level 6  | 3 / 3                |
| <b>Writing Core Area - <i>Select 1</i></b>       |                                 |  |                      |
| ENGL 121   | Composition I                   | Reading Level 5 and Writing Level 6 or (Reading Level 4 and Writing Level 4 and ENGL 099 concurrently) | 4 / 4                |
| <b>Program of Study Requirements</b>             |                                 |  |                      |
| LEGL 115   | Paralegal Career/Ethics         | Reading Level 5 and Writing Level 6  | 3 / 3                |
| LEGL 160   | Critical Thinking in Law        | None   | 3 / 3                |
| LEGL 215   | Business Law - Basic Principles | None   | 3 / 3                |
| <b>Credits</b>                                   |                                 |  | <b>16 / 16</b>       |

| Semester II                                | Course Title                   | Prerequisites   | Credit/Billing Hours |
|--|--------------------------------|---|----------------------|
| <b>Math Core Area - <i>Select 1</i></b>    |                                |   |                      |
| MATH 119                                   | Math - Applications for Living | (Minimum 2.0 in MATH 105 or MATH 106 or MATH 107 or Math Level 5) and Reading Level 5 and Writing Level 4                   | 4 / 4                |
| MATH 120                                   | College Algebra                | (Minimum 2.0 in MATH 109 or MATH 112 within 2 years or Math Level 6 within 2 years) and Reading Level 5 and Writing Level 4 | 4 / 4                |
| <b>Science Core Area - <i>Select 1</i></b> |                                |   |                      |
| BIOL 120                                   | Environmental Science          | (Reading Level 5 or ENGL 099 concurrently) and Writing Level 6  | 4 / 6                |
| BIOL 121                                   | Biol Foundation for Physiology | Reading Level 5 and Writing Level 6 and (Math Level 4 or minimum 2.0 in MATH 105 or MATH 106)                               | 4 / 6                |
| <b>Program of Study Requirements</b>       |                                |   |                      |
| CITF 110                                   | Intro Computer Info Systems    | Reading Level 4 and Writing Level 4   | 3 / 3                |
| LEGL 216                                   | Commercial Transactions        | Minimum 2.0 in LEGL 215   | 3 / 3                |
| LEGL 217                                   | Business Organizations         | Minimum 2.0 in LEGL 215   | 3 / 3                |
| <b>Credits</b>                             |                                |   | <b>17 / 19</b>       |

| Semester III                         | Course Title                 | Prerequisites   | Credit/Billing Hours |
|--------------------------------------|------------------------------|---|----------------------|
| <b>Program of Study Requirements</b> |                              |   |                      |
| LEGL 110                             | Editing Legal Documents      | Reading Level 5 and Writing Level 6   | 2 / 2                |
| LEGL 125                             | Legal Research and Writing I | Minimum 2.0 in ENGL 121 (formerly WRIT 121) and Reading Level 5 and Writing Level 6 (or Post Bachelor Student enrolled in 0744) | 4 / 4                |
| LEGL 210                             | Litigation Procedures        | Minimum 2.0 in (LEGL 115 or concurrently) and Reading Level 5 and Writing Level 6   | 4 / 4                |
| LEGL 211                             | Tort Law                     | Minimum 2.0 in (LEGL 115 or concurrently) and Reading Level 5 and Writing Level 6   | 2 / 2                |
| <b>Electives - <i>Select 1</i></b>   |                              |   |                      |
| LEGL 218                             | Litigation Specialties       | Minimum 2.0 in (LEGL 115 or concurrently) and Reading Level 5 and Writing Level 6   | 3 / 3                |
| LEGL 251                             | Paralegal Independent Study  | Department Approval   | 3 / 3                |
| LEGL 280                             | Paralegal Internship         | Department Approval   | 3 / 3                |
| <b>Credits</b>                       |                              |   | <b>15 / 15</b>       |

| Semester IV  | Course Title                  | Prerequisites  | Credit/Billing Hours |
|--|-------------------------------|--|----------------------|
| <b>Global Perspectives and Diversity Core Area - <i>Select 1</i></b> |                               |  |                      |
| MGMT 234   | Diversity in the Workplace    | Reading Level 5 and Writing Level 6  | 3 / 3                |
| <b>Program of Study Requirements</b>                                 |                               |  |                      |
| LEGL 225   | Legal Research and Writing II | Minimum 2.0 in LEGL 125 and Reading Level 5 and Writing Level 6  | 3 / 3                |
| LEGL 228   | Computer Appl for the Law Ofc | Minimum 2.0 in ((CITF 110 or CITA 119) or Post Bachelor Student enrolled in 0744 program) and Reading Level 5 and Writing Level 6                                | 3 / 3                |
| LEGL 270   | Paralegal Certification Prep  | Minimum 2.0 in (LEGL 210 and LEGL 216 and LEGL 217 and LEGL 228) and (LEGL 225 or concurrently)) and Reading Level 5 and Writing Level 6 and Department Approval | 3 / 3                |
| <b>Electives - <i>Select 1</i></b>                                   |                               |  |                      |
| LEGL 229   | Immigration Law               | Minimum 2.0 in (LEGL 115 or concurrently) and Reading Level 5 and Writing Level 6  | 3 / 3                |
| LEGL 251   | Paralegal Independent Study   | Department Approval  | 3 / 3                |
| LEGL 280   | Paralegal Internship          | Department Approval  | 3 / 3                |
| <b>Credits</b>   |                               |  | <b>15 / 15</b>       |
| <b>Total Credits</b>   |                               |  | <b>63 / 65</b>       |