

PARALEGAL STUDIES *

BACHELOR OF SCIENCE

Quarter Credit Hours Required = 188

Online Delivery Only



The Bachelor of Science degree in Paralegal Studies is designed to provide a multidimensional framework in the legal field that will allow students to select from a wide range of employment opportunities upon completion. The curriculum includes course work in civil, criminal, administrative, and procedural law, along with courses designed to hone computer skills for technical expertise in the 21st century law office.

Upon successful completion of the program, students should be able to

- conduct client interviews, determine preliminary legal issues, and recommend possible actions for attorney review;
- employ critical thinking to analyze hypothetical examples, conduct legal research, and prepare legal documents based on same for a variety of legal fields;
- draft advanced legal documents;
- employ advanced computer technology, integrating common and legal specialty programs;
- employ skills in selected general education curriculum, including communication and problem solving;
- create a job search portfolio, containing samples of legal documents from the legal fields studied; and
- coordinate a successful job search.

FOUNDATION:		Quarter Credit Hours
EDU 1010	Learning Framework.....	4
EDU 1020	Career Exploration/Planning.....	4
Total Minimum Required Foundation Credits		8

AREA OF CONCENTRATION:		
AOM 1010	Keyboarding.....	4
AOM 1100	Word Processing.....	4
AOM 1200	Spreadsheets.....	4
LGA 1020	The American Legal System.....	4
LGA 1110	Legal Research and Writing I.....	4
LGA 1600	Technology Application in the Law Office.....	4
LGA 1800	Criminal Law.....	4
LGA 2120	Wills, Trusts, and Estate Administration.....	4
LGA 2140	Family Law.....	4
LGA 2160	Legal Research and Writing II.....	4
LGA 2250	Civil Litigation.....	4
LGA 2260	Bankruptcy Law.....	4
LGA 2500	Paralegal Certification Exam Review.....	4
LGA 2520	Real Estate Law.....	4
LGA 2800	Administrative Law.....	4
LGA 3000	Constitutional Law.....	4
LGA 3100	Computer-Aided Legal Research (CALR).....	4
LGA 3150	Civil and Criminal Procedure.....	4
LGA 4000	Advanced Civil Litigation.....	4
LGA 4900	Capstone: Paralegal Studies.....	4
Total Minimum Area of Concentration Credits.....		80

AREA OF CONCENTRATION ELECTIVES:		
A minimum of 44 quarter credit hours are to be selected in consultation with the Program Director from approved legal studies courses completed at Virginia College or transferred from another accredited institution. At least 32 quarter credit hours must be 3000- and 4000-level courses.		
Total Minimum Area of Concentration Elective Credits.....		44

GENERAL EDUCATION:		
These courses are to be selected in consultation with the Program Director so as to effectuate a balanced educational program. Select a total (minimum) of 56 quarter credit hours as indicated below. At least 12 quarter credit hours must be 3000- and 4000-level courses.		
Communications.....		12
Humanities and Fine Arts.....		4
Mathematics.....		8
Social and Behavioral Sciences.....		8
Approved General Education Electives.....		24
Total Minimum Required General Education Credits		56

TOTAL MINIMUM QUARTER CREDIT HOURS REQUIRED 188

****This program is only offered through online delivery.***