

Degree Offered

Associate in Science
Paralegal Studies/Spanish

Curriculum Code: 28I**Program Information**

This program offers a combination of general education and paralegal courses that prepares graduates to meet the growing demand for trained paralegals in law offices, casinos, real estate offices, probation departments, prosecutors' offices, insurance companies and private businesses. The Spanish Option of the Paralegal Studies program prepares students working as Paralegals to serve Spanish-speaking clients. The Paralegal Studies program is approved by the American Bar Association.

What is a paralegal? According to the American Bar Association: assistant or paralegal is a person, qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity who performs specifically delegated substantive legal work for which a lawyer is responsible. A paralegal may not practice law, give legal advice or represent clients in a court of law. A paralegal may not provide legal services directly to the public except as permitted by law.

When You Graduate

AS programs are primarily designed for students who plan to transfer as juniors at four-year colleges and universities. CCC graduates have obtained bachelor's degrees and beyond from every college in New Jersey and scores of colleges and universities throughout America. Cumberland has transfer agreements with a number of four-year colleges and universities.

As a graduate of a fully accredited community college, your coursework will be received with full credit transfer at most state colleges, public and private universities across the country. The NJ Lampitt bill passed in 2008 by the NJ State legislature assures seamless transfer of credits toward junior standing at NJ state colleges and universities.

Earn a BA, MA at CCC

Once you graduate from Cumberland County College, you can earn a bachelor's and even a master's degree at the on-campus Shirlee and Bernard Brown University Center. CCC's University Center houses bachelor's and master's degree programs offered by Fairleigh Dickinson University, Georgian Court University, Montclair State University, Rowan University and Wilmington University.

www.cccnj.edu

Paralegal Studies/ Spanish

Program Requirements (30 credits) Credits

<input type="checkbox"/>	BU 109	Business Law I	3
<input type="checkbox"/>	PL 101	Introduction to the Legal System	3
<input type="checkbox"/>	PL 104	Introduction to Legal Research & Writing	3
<input type="checkbox"/>	PL 105	Civil Litigation	3
<input type="checkbox"/>	PL 203	Mechanics of Property Transaction	3
<input type="checkbox"/>	PL 205	Principles of Family Law	3
<input type="checkbox"/>	PL 206	Administration of Estates	3
<input type="checkbox"/>	PL 208	Legal Office Management	3
<input type="checkbox"/>	PL 210	Practicum	3
<input type="checkbox"/>	PL 221	Advanced Legal Research & Writing	3

General Education Requirements (33/35 credits)

<input type="checkbox"/>	CS 101	Introduction to Microcomputers or	3
	CS 102	Applications on the Microcomputer	3
<input type="checkbox"/>	EN 101	English Composition I	3
<input type="checkbox"/>	EN 102	English Composition II	3
<input type="checkbox"/>		Social Science Elective	3
<input type="checkbox"/>		Math or Science Elective	3/4
<input type="checkbox"/>		Math or Science Elective	3/4
<input type="checkbox"/>	LS 101	Elementary Spanish I	3
<input type="checkbox"/>	LS 102	Elementary Spanish II	3
<input type="checkbox"/>	LS 201	Intermediate Spanish I	3
<input type="checkbox"/>	LS 202	Intermediate Spanish II	3
<input type="checkbox"/>	GE 110	Cultural Geography of North America or	3
<input type="checkbox"/>	HI 213	Puerto Rican History	3

Total Credits **63/65**

Upon completion of this program, students should be able to:

- Identify an ethical dilemma that might face a paralegal in the workplace and use all resources including statutes, court opinions and ethical rules to resolve the dilemma.
- Demonstrate knowledge of the structure and function of the American legal system.
- Locate and apply the appropriate federal or state rules of the court that govern a specific issue.
- Identify a legal issue in a fact pattern and perform print and electronic research to resolve the issue and prepare a legal memorandum.
- Prepare for interview of a client, witness or expert, including consideration of culture and accommodation issues; conduct the interview; obtain all necessary releases and memorialize the interview in an appropriate format.
- Demonstrate an understanding of the organization and operation of law offices and other venues in which paralegals are employed.