

GUIDED PATHWAY: PARALEGAL A.A.S. (For transfer to UNT Dallas, BAAS-Justice and Legal Studies Concentration)

 LAW and PUBLIC SERVICE CAREER PATH

For more information, visit the [Dallas College Paralegal webpage](http://www.dcccd.edu/paralegal) [www.dallascollege.edu/paralegal] and your success coach at your campus.

This is an example course sequence for students interested in pursuing Paralegal Studies. It does not represent a contract, nor does it guarantee course availability. Following this pathway will help you earn an Associate of Applied Science (A.A.S.) degree in Paralegal, which will increase your chances of transfer to the University of North Texas at Dallas (UNT Dallas) to earn a Bachelor of Applied Arts and Sciences with a concentration in Justice and Legal Studies. Students must earn at least 25% of the credit hours (15 hours) required for graduation through instruction by Dallas College. See catalog for [official degree requirements](https://www1.dcccd.edu/catalog/programs/degree.cfm?degree=aas_paralegal&loc=econ).

The A.A.S. degree is designed to prepare you to function as a technically qualified assistant to the lawyer. Paralegals typically work in law firms, governmental agencies, corporations, and other business entities. The program does not qualify a graduate to take a State Bar exam, represent clients in court, give legal advice, or provide independent legal services. Paralegals may not provide legal services directly to the public, except as permitted by law. Courses that complete the degree are noted below.

Visit [www.dallascollege.edu/transfer](http://www.dallascollege.edu/transfer) and select "Transfer from Dallas College,” then click University of North Texas at Dallas to view more information about transferring to that institution. Speak with your success coach to choose courses that will help you to transfer to UNT Dallas.

**Catalog Year** 2023-2024 You may use this pathway if you entered Dallas College on or before this date.

**Degree Type** Associate of Applied Science

**GPA Requirement** Student must earn a GPA of 2.0 or higher

[**TSI**](https://www1.dcccd.edu/catalog/GeneralInfo/AdmissAssessAdvEnroll/tsi.cfm#requirements) Must be Complete

## SEMESTER-BY-SEMESTER MAP FOR FULL-TIME STUDENTS

All plans can be modified to fit the needs of part-time students. This is not an official degree plan. See catalog for [official degree requirements](https://www1.dcccd.edu/catalog/programs/degree.cfm?degree=aas_paralegal&loc=econ).

**ASSOCIATE OF APPLIED SCIENCE DEGREE MINIMUM: 60 SEMESTER CREDIT HOURS**

### **SEMESTER 1 Total Hours: 15**

[**LGLA 1301**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1301) – Legal Research and Writing

[**LGLA 1311**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1311) – Introduction to Law

[**LGLA 1313**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1313) – Introduction to Paralegal Studies

[**LGLA 1317**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1317) – Law Office Technology

[**ENGL 1301**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=ENGL#1301) – Composition I *This is a Core course.* Must earn a grade of "C" or better.

#### SEMESTER 1 ACTION ITEMS

1. Meet with your success coach to confirm academic and career goals before the end of the semester.
2. Meet with your success coach to research your career options and opportunities with a Paralegal degree.
3. Meet with a faculty advisor or success coach regarding opportunities for job shadowing and internships.

### **SEMESTER 2 Total Hours: 15**

[**LGLA 1345**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1345) – Civil Litigation

[**LGLA 1351**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1351) – Contracts

[**LGLA 1353**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1353) – Wills, Trusts and Probate Administration

[**LGLA 1355**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1355) – Family Law

***CHOOSE ONE:*** [**MATH 1314**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=MATH#1314)– College Algebra\* *This is a Core course. Must earn a grade of "C" or better.* ***OR***

[**MATH 1332**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=MATH#1332)– Contemporary Mathematics (Quantitative Reasoning)\* *This is a Core course. Must earn a grade of "C" or better.* ***OR***

 [**MATH 1342**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=MATH#1342) – Elementary Statistical Methods\* *This is a Core course. Must earn a grade of "C" or better.*

\*There are several options to fulfill this requirement. See your success coach for a specific list.

#### SEMESTER 2 ACTION ITEMS

1. Meet with your success coach to request an official program of study audit and confirm or update your academic/career path.
2. Meet with a faculty advisor or success coach regarding placement for the Cooperative Education course.

### **SEMESTER 3 Total Hours: 15**

[**LGLA 2303**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#2303) – Torts and Personal Injury Law

[**LGLA 2311**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#2311) – Business Organizations

[**SPCH 1311**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=SPCH#1311) – Introduction to Speech Communication\* *This is a Core course.*

[**GOVT 2305**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=GOVT#2305)– Federal Government *This is a Core course.*

***CHOOSE ONE:*** [**LGLA 1380**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#1380)– Cooperative Education-Legal Assistant/Paralegal *Students are required to have a paid legal position prior to the beginning of the semester. The course offers college credit for legal work experience and lectures to aid in career development or advancement.* ***OR***

[**LGLA 2313**](https://www1.dcccd.edu/catalog/courseDescriptions/awardCourseDetail.cfm?loc=econ&course=LGLA#2313) – Criminal Law and Procedure**\*\***

\* There are several options to fulfill this requirement. See your success coach for a specific list.

**\*\*** Paralegal Electives: Selected from the following: LGLA 1300, LGLA 1323, LGLA 1343, LGLA 1359, LGLA 2313, LGLA 2315, LGLA 2323, LGLA 2335

#### SEMESTER 3 ACTION ITEMS

1. Meet with a faculty advisor or your success coach for placement in the Cooperative Education Course, if needed.
2. Begin applying to UNT Dallas.
3. Check with your success coach for important deadlines and dates.

### **SEMESTER 4 Total Hours: 15**

[**LGLA 2309**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#2309)– Real Property

[**LGLA 2331**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#2331) – Advanced Legal Research and Writing

[**ARTS 1301**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=ARTS#1301) – Art Appreciation**\*** *This is a Core course.*

[**SOCI 1301**](https://www1.dcccd.edu/catalog/courseDescriptions/awardCourseDetail.cfm?loc=econ&course=SOCI#1301) – Introduction to Sociology**\*** *This is a Core course.*

***CHOOSE ONE:***[**LGLA 2380**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=LGLA#2380) – Cooperative Education-Legal Assistant/Paralegal*Students are required to have a paid legal position prior to the beginning of the semester. The course offers college credit for legal work experience and lectures to aid in career development or advancement.* ***OR***

[**LGLA 2313**](https://www1.dcccd.edu/catalog/courseDescriptions/awardCourseDetail.cfm?loc=econ&course=LGLA#2313) – Criminal Law and Procedure**\*\*** *If course is completed in Semester 3, choose a course from the Other Paralegal Electives listed or LGLA 2380.*

\*There are several options to fulfill this requirement. See your success coach for a specific list.

**\*\*** Paralegal Electives: Select from the following: LGLA 1300, LGLA 1323, LGLA 1343, LGLA 1359, LGLA 2313, LGLA 2315, LGLA 2323, LGLA 2335

#### SEMESTER 4 ACTION ITEMS

1. After reviewing your degree plan and program of study, meet with your success coach to apply for the Paralegal A.A.S.
2. Sign up for commencement.
3. Request final transcripts to be sent to UNT Dallas.
4. Join the [Alumni Network](https://www.dcccd.edu/alumni/pages/default.aspx)!

**DALLAS COLLEGE PATHWAY TOTAL: 60 SEMESTER CREDIT HOURS**

## UNT Dallas

For questions about the UNT Dallas portion of this pathway, contact the **Academic Advising Office** at (972) 338-1645 or advising@untdallas.edu. It is best to apply to UNT Dallas a full semester before you plan to transfer. It will help if you submit a copy of this pathway with your application. See catalog for official degree requirements.

**BACHELOR OF APPLIED ARTS AND SCIENCES, JUSTICE AND LEGAL STUDIES CONCENTRATION**

*Courses in Semesters 1 & 2 below that can be completed at Dallas College are noted in parenthesis.*

### **SEMESTER 1 Total Hours: 15**

**ENGL 1323** – Computer Assisted College Writing II *This is a Core course.* ([**ENGL 1302**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=ENGL#1302) – Composition II)

**HIST 2610** – US History to 1865 *This is a Core course.* ([**HIST 1301**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=HIST#1301) – United States History I)

**PSCI 1040** – American Government: Laws and Institutions

**BIOL 1132** – Environmental Science ([BIOL 2406](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=BIOL#2406) – Environmental Biology)

**CJUS 2100** – Crime and Justice in the United States ([CRIJ 1301](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=CRIJ#1301) – Introduction to Criminal Justice)

### **SEMESTER 2 Total Hours: 15**

### **CJUS 3210** –Judicial and Legal Systems

### **CJUS 3700** –Ethic Issues in Criminal Justice

**CJUS/SOCI Elective 3000/4000**

**ENGL 2220** – World Literature I *This is a Core course.* ([**ENGL 2333**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=ENGL#2333) – World Literature II)

**HIST 2620** – US History 1865 to Present *This is a Core course* ([**HIST 1302**](https://www1.dcccd.edu/catalog/courseDescriptions/detail.cfm?loc=econ&course=HIST#1302) – United States History II)

### **SEMESTER 3 Total Hours: 15**

### **CJUS 4250** – Law and Social Problems

**CJUS 4310** –Critical Thinking in Legal Research

**GEOG 1710** – Earth Science

**CJUS/SOCI Elective 3000/4000**

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### **SEMESTER 4 Total Hours: 15**

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**UNT DALLAS PATHWAY TOTAL: 60 SEMESTER CREDIT HOURS**

**BACHELOR OF APPLIED ARTS & SCIENCE DEGREE MINIMUM: 120 SEMESTER CREDIT HOURS**

*(Transfer Pathway approved January 25, 2024 by UNT Dallas)*