Paralegal Studies

See also listings under Legal Studies.

LEGL 240 INTRODUCTION TO LAW
Overview of the U.S. legal system. Fundamental principles and topics in civil and criminal law and an introduction to critical legal analysis. *Letter Grade Only. Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Recommended:** Eligibility for ENGL 100 or ENGL 105, or equivalent.
**Transfer Credit:** CSU

LEGL 245 PARALEGAL PROFESSION I
An overview of the paralegal profession: roles and responsibilities in the modern law office, preparing for a legal career, job skills, and professional ethics. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent.
**Transfer Credit:** CSU

LEGL 247 PARALEGAL PROFESSION II
Capstone course. Provides opportunities for students to integrate paralegal knowledge and skills and complete a portfolio of professional documents. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent.
**Transfer Credit:** CSU

LEGL 250 LEGAL RESEARCH, WRITING, AND ANALYSIS I
Introduction to basic techniques of legal research, writing, and analysis—essential tools of the legal profession. Students will research legal issues, frame legal arguments, and analyze legal problems. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Prerequisites:** LEGL 245 or equivalent.
**Transfer Credit:** CSU

LEGL 250 LEGAL RESEARCH, WRITING, AND ANALYSIS II
This course provides advanced instruction in legal research, writing, and analysis. Students will research legal issues, analyze legal arguments, and draft legal memos. *Letter Grade Only. Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Prerequisites:** LEGL 240 or equivalent.
**Recommended:** Eligibility for ENGL 100 or ENGL 105, or equivalent.
**Transfer Credit:** CSU

LEGL 252 CIVIL LITIGATION I
An introduction to civil litigation, with a specific focus on the initial phases of the lawsuit and pleadings. Students will study and practice key litigation such as interviewing clients, conducting investigations, and drafting pleadings. *Letter Grade Only. Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Prerequisites:** LEGL 240 or equivalent.
**Recommended:** Eligibility for ENGL 100 or ENGL 105, or equivalent.
**Transfer Credit:** CSU

LEGL 257 CONSTITUTIONAL LAW, CIVIL RIGHTS, AND CIVIL LIBERTIES
Focus on the Constitution as the basis for individual civil liberties in the United States. Students will investigate legal controversies related to current and past struggles for equal rights and justice. *Letter Grade Only. Degree Credit.*

**Units:** 3
**Hours/semester:** 48-54 Lecture; 96-108 Homework
**Prerequisites:** LEGL 240 or equivalent.
**Recommended:** Eligibility for ENGL 100 or ENGL 105, or equivalent.
**Transfer Credit:** CSU (CSU GE Area D, D US-2), UC (IGETC Area 4)

LEGL 290 COMMUNITY LEGAL SERVICES CLINIC
Builds legal skills and knowledge via an innovative combination of classroom instruction and meaningful
community service. Under the close supervision of a licensed attorney, paralegal students will work collaboratively with colleagues and clients to address legal problems while serving our community.  

**Grade Option (Letter Grade or Pass/No Pass). Degree Credit.**

**Units:** 3  
**Hours/semester:** 32-36 Lecture; 48-54 Lab; 64-72 Homework  
**Prerequisites:** LEGL 240 or LEGL 245 or LEGL 250 or equivalent.  
**Transfer Credit:** CSU

### LEGL 304 CONCEPTS OF CRIMINAL LAW

Historical development and philosophy of criminal law and constitutional provisions. Special emphasis on legal definitions, the classifications of crime and their application to the administration of justice system. Study of case law, methodology, and concepts of law as a social force. Also listed as ADMJ 104.  

**Letter Grade Only. Degree Credit.**

**Units:** 3  
**Hours/semester:** 48-54 Lecture; 96-108 Homework  
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of or concurrent enrollment in, ADMJ 100 or LEGL 240 or equivalent.  
**Transfer Credit:** CSU

### LEGL 306 LEGAL ASPECTS OF EVIDENCE

Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions and interpreting individual rights and case studies. Also listed as ADMJ 106.  

**Letter Grade Only. Degree Credit.**

**Units:** 3  
**Hours/semester:** 48-54 Lecture; 96-108 Homework  
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of or concurrent enrollment in, ADMJ 100 or LEGL 240 or equivalent.  
**Transfer Credit:** CSU

### LEGL 320 CRIMINAL INVESTIGATION

A course designed for introductory and in-service Administration of Justice and Paralegal students to provide orientation to general and specific aspects of crimes and detection. The course also covers crime scene searches and suspect apprehension. Also listed as ADMJ 120.  

**Letter Grade Only. Degree Credit.**

**Units:** 3  
**Hours/semester:** 48-54 Lecture; 96-108 Homework  
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of or concurrent enrollment in, ADMJ 100 or LEGL 240 or equivalent.  
**Transfer Credit:** CSU

### LEGL 354 CIVIL LITIGATION II

Key topics in civil litigation, with a specific focus on discovery, trial, and appeals. Students will learn litigation skills, such as conducting discovery, filing motions, and providing litigation support.  

**Grade Option (Letter Grade or Pass/No Pass). Degree Credit.**

**Units:** 3  
**Hours/semester:** 48-54 Lecture; 96-108 Homework  
**Prerequisites:** LEGL 252 or equivalent.  
**Recommended:** Eligibility for ENGL 100 or ENGL 105, or equivalent.  
**Transfer Credit:** CSU

### LEGL 380 LAW OFFICE TECHNOLOGY

Hands-on instruction in technologies designed for use by legal professionals. Special emphasis is given to relevant technological skills for paralegals and legal support staff.  

**Grade Option (Letter Grade or Pass/No Pass). Degree Credit.**

**Units:** 3  
**Hours/semester:** 48-54 Lecture; 96-108 Homework  
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent. BCM 104 or equivalent and LEGL 245 or equivalent.  
**Transfer Credit:** CSU

### LEGL 430 LAW OFFICE TECHNOLOGY

Exploration of legal work through internships at public and private legal organizations. Students will intern a minimum of 225 hours in one semester to complete the course. Student Interns are responsible for securing their own internship.  

**Pass/No Pass Only. Degree Credit.**

**Units:** 3  
**Hours/semester:** 225 Work Experience  
**Recommended:** Eligibility for ENGL 846 or ESOL 400, or equivalent.  
**Transfer Credit:** CSU
LEGL 671 PARALEGAL INTERNSHIP I

Paralegal students gain practical hands-on experience through unpaid volunteer internships at public and private legal organizations. Internships bridge classroom learning with real world experience and offer students professional career development. Interns are supervised on-site by professional legal personnel and off-site by a paralegal instructor. Letter Grade Only. Degree Credit.

Units: 4

Hours/semester: 48-54 Lecture; 75 Work Experience; 96-108 Homework

Recommended: Completion of, or concurrent enrollment in, LEGL 443 or LEGL 445 or equivalent.

Transfer Credit: CSU