

PARALEGAL STUDIES, A.S.

Academic Programs

The associate degree program in Paralegal Studies provides a two-year education to prepare its graduates for entry-level paralegal positions in a variety of settings. Paralegals work under the supervision of an attorney and are not authorized to engage in the practice of law. Students enrolled in the associate program are required to take six legal specialty courses. Legal specialty courses cover a specific area of law, procedure, or the legal process and emphasize practical and technical paralegal skills, forms, documents, procedures, and legal principles and theories. Upon completion of the degree, students earn a Certificate of Advanced Paralegal Studies approved by the American Bar Association (ABA).

Policy on Transfer of General Education and Legal Specialty Course Credits

Students seeking a paralegal studies degree must complete at least 18 credits of general education course work in at least three disciplines, such as social sciences, natural sciences, mathematics, humanities, languages, and English.

Under normal circumstances, a student must complete at least 18 credit hours of legal specialty courses at Bay Path in order to receive a degree from the institution. Generally Bay Path will accept course credits in transfer as legal specialty courses, only if those courses are taken at another ABA approved program. Requests to accept transfer credits as legal specialty courses are reviewed on an individual basis by the Program Chair and Registrar. If necessary, the Registrar and the Chair will review the course description and syllabus from the originating college. A student wishing to transfer credits into one of the college's legal programs as a legal specialty course bears the burden of proving the course is a legal specialty course.

Students seeking to transfer credits taken online from an ABA approved program must notify the Registrar and Legal Studies Department Chair that the course was taken online. The decision to accept credits earned online rests with the Legal Studies Department Chair in consultation with the Registrar. Legal specialty credit will not be granted for online courses that were earned in a program that is not ABA approved.

Final determination of the acceptance of transfer credit for legal specialty courses taken at other institutions, including ABA approved programs, is made by the Program Chair and is not appealable. Credits for college-level courses taken at other accredited institutions that are not accepted as legal specialty credits may be accepted as general education credits.

Student Learning Outcomes

Upon completion of the Legal Studies program, graduates will be able to:

- Understand, analyze, produce, evaluate, and present (orally) appropriate solutions to legal challenges of the working legal professional within the context of delivery of legal services.
- Apply legal research skills using a full range of materials, both print and electronic.
- Perform legal writing for different audiences, purposes, and kinds of documents.
- Exhibit an understanding of substantive issues and legal procedures by identification and analysis of legal issues.

- Think critically and write competently and persuasively about legal issues.

Code	Title	Hours
<i>University Core</i>		
	Behavioral/Social Science Elective	3
BUS 204	Financial Wellness	1
ENG 114	Critical Reading and Response	3
ENG 134	Literary Genres	3
	Humanities Elective	3
	Mathematics Elective	3
	Science Elective	3
WEL 100	Empowered as Learners and Leaders	3
or WEL 220	Empowered as Learners and Leaders	
<i>Major Requirements</i>		
ENG 124	Research and Writing in the Disciplines	3
GOV 100	American Government	3
LAW 103	Introduction to the American Legal System	3
LAW 205	Paralegals: The Essentials	3
LAW 232	Principles of Litigation	3
LAW 240	Legal Research and Writing	3
LAW 241	Computer Assisted Legal Research	3
LAW 246	Tort Law	3
LAW 248	Principles of Criminal Procedure	3
LAW 255	Contract Law	3
LAW 260	Real Estate Law	3
	Legal Specialty Elective ¹	3
<i>General Electives</i>		
	General Electives	2
<i>Total Credits Required</i>		60

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Students may select a legal specialty elective in consultation with their advisor.

Possible Career Options for Legal Studies Students

- Paralegal in Law Firm
- Paralegal in Financial Institution
- Paralegal in Insurance Company
- Paralegal in Corporate Law Department
- Paralegal in State or Federal Government
- Non-Profit Legal Worker
- Legislative Aide
- Court Officer

Please see the Legal Studies web page for more information.