

PARALEGAL BAS

The Paralegal program educates and trains students to perform substantive and procedural legal work under the supervision of a lawyer. Paralegals are non-lawyers who assist attorneys in their professional duties. Two options are available in the Paralegal program: an 63-credit AAS degree program and a 30-credit Intermediate Technical Certificate program. Upon completion of the Paralegal AAS degree, students will:

- Be able to think critically
- Demonstrate organizational skills
- Work effectively with a variety of legal office professionals and clients
- Understand and apply legal ethics as required by law
- Demonstrate in-depth understanding of the legal system and its various agencies
- Demonstrate solid interviewing and investigation skills
- Draft legal documents and memoranda pertinent to specific areas of law
- Demonstrate excellent writing, listening, and speaking skills
- Demonstrate knowledge in legal research and writing skills
- Demonstrate knowledge and understanding of a variety of computer programs
- Maintain confidentiality

Completion of a Technical Skill Assessment is required.

BAS Requires the following:

- Earned AAS Degree in same major as BAS
- Gen Ed Core 37 credits
- AAS program courses for a maximum of 50 credits (note: this can be less than 50 credits)
- 33 credits of approved upper-division coursework
- Total Credits Required for BAS is 120

General Education Requirements

Code	Title	Credits
Written Communication		
Select one of the following:		6.00
ENGL-101 & ENGL-102	WRITING AND RHETORIC I and WRITING AND RHETORIC II	
ENGL-109	COLLEGE WRITING AND RESEARCH	
Oral Communication		
Select one of the following:		3.00
COMM-101	FUNDAMENTALS OF ORAL COMMUNICATION	
COMM-203	SMALL GROUP COMMUNICATION	
COMM-204	PUBLIC SPEAKING	
Mathematical Ways of Knowing		
Select one of the following:		3.00-5.00
CS-108 or CITPT-108	INTRODUCTION TO COMPUTER SCIENCE	
MATH-123	MATH IN MODERN SOCIETY	
MATH-130	FINITE MATHEMATICS	
MATH-137	ALGEBRA, TRIG AND STAT WITH APPLICATION	
MATH-140	ALGEBRAIC REASONING AND PROBLEM-SOLVING	
MATH-143	PRECALCULUS I: ALGEBRA	
MATH-147	PRECALCULUS	
MATH-153	STATISTICAL REASONING	
MATH-160	BRIEF CALCULUS	
MATH-170	CALCULUS I	
MATH-254	STATISTICAL METHODS	

MATH-257	MATHEMATICS FOR ELEMENTARY TEACHERS II
MTHPT-130	FINITE MATHEMATICS
MTHPT-137	MATH FOR TECHNOLOGY
MTHPT-153	STATISTICAL REASONING

Humanistic & Artistic Ways of Knowing

Select two courses from two different categories (Literature, Arts, Language): 6.00-7.00

Literature

ENGL-175	LITERATURE AND IDEAS
ENGL-257	WORLD CLASSICS
ENGL-258	INTERNATIONAL LITERATURE (*)
ENGL-260	NATIVE AMERICAN LITERATURE (*)
ENGL-261	MYTHOLOGIES

Arts

ART-100	INTRODUCTION TO ART
HUM-101	THE ART AND HISTORY OF THE MOTION PICTURE
HUM-150	INTRODUCTION TO THE ARTS
MUS-101	SURVEY OF MUSIC
MUS-102	MUSIC IN AMERICA
MUS-150	WORLD MUSIC
MUS-151	HISTORY OF MUSICAL THEATER
MUS-152	HISTORY OF JAZZ AND POPULAR MUSIC STYLES
THEA-101	SURVEY OF THE THEATER

Language

NP-101	NEZ PERCE LANGUAGE AND CULTURE (*)
NP-102	NEZ PERCE LANGUAGE AND HISTORY (*)
SPAN-101	ELEMENTARY SPANISH I (*)
SPAN-102	ELEMENTARY SPANISH II (*)

Scientific Ways of Knowing

Select two courses from two different disciplines; one course must include a lab: 7.00-8.00

BIOF-100	INTRODUCTION TO BIOINFORMATICS
BIOL-100	CONCEPTS OF BIOLOGY
BIOL-120	PLANTS AND PEOPLE
BIOL-123	BIOLOGY IN FILM
BIOL-175	HUMAN BIOLOGY
BIOL-227	HUMAN ANATOMY AND PHYSIOLOGY I
CHEM-100	CONCEPTS OF CHEMISTRY
CHEM-105	GENERAL, ORGANIC AND BIOCHEMISTRY
CHEM-111	PRINCIPLES OF CHEMISTRY I
ENGR-108	SEMICONDUCTORS, SCIENCE, AND SOCIETY
FSCI-101	INTRODUCTION TO FORENSIC SCIENCE
GEOL-101	PHYSICAL GEOLOGY
GEOL-120	INTRODUCTION TO EARTH SYSTEMS
GIS-271	GEOGRAPHIC INFORMATION SYSTEMS
ID-160	WATER AND ENERGY
ID-240	INTEGRATED SCIENCE II
NS-140	INTEGRATED SCIENCE I
NS-150	INTRODUCTION TO NATURAL SCIENCES
NS-174	NATURAL SCIENCE FOR ELEMENTARY EDUCATOR
PHYS-111	GENERAL PHYSICS I
PHYS-112	GENERAL PHYSICS II
PHYS-171	PHYS SCIENCES FOR ELEMENTARY EDUCATORS
PHYS-205	DESCRIPTIVE ASTRONOMY

PHYS-211 PHYSICS FOR SCIENTISTS AND ENGINEERS I

Social & Behavioral Ways of Knowing

Select two courses from two different disciplines: 6.00

ANTH-102	CULTURAL ANTHROPOLOGY (*)
ANTH-120	WORLD PREHISTORY (*)
ANTH-170	INTRODUCTION TO NATIVE AMERICAN STUDIES (*)
ECON-201	PRINCIPLES OF MACROECONOMICS
ECON-202	PRINCIPLES OF MICROECONOMICS
GEOG-102	INTRODUCTION TO GEOGRAPHY (*)
HIST-101	WORLD HISTORY I (*)
HIST-102	WORLD HISTORY II (*)
HIST-111	UNITED STATES HISTORY I (*)
HIST-112	UNITED STATES HISTORY II (*)
HRPT-184	DIVERSITY IN ORGANIZATIONS (*)
or SS-184	DIVERSITY IN ORGANIZATIONS
HRPT-185	HUMAN RELATIONS IN ORGANIZATIONS
or SS-185	HUMAN RELATIONS IN ORGANIZATIONS
POLS-101	AMERICAN NATIONAL GOVERNMENT
POLS-237	INTERNATIONAL POLITICS
POLS-285	COMPARATIVE GOVERNMENT (*)
PSYC-101	INTRODUCTION TO GENERAL PSYCHOLOGY
PSYC-205	LIFESPAN DEVELOPMENTAL PSYCHOLOGY
SOC-101	INTRODUCTION TO SOCIOLOGY (*)
SOC-102	SOCIAL PROBLEMS

Global Perspectives

Select one of the following: 3.00-4.00

Courses above designated with an asterisk (*) are eligible to fulfill the Global Perspectives requirement. Please note that an asterisked course may not be used to satisfy more than one core requirement.

ANTH-360	RACE AND ETHNICITY
COMM-345	INTERCULTURAL COMMUNICATION
ENGL-474	NATIVE AMERICAN WRITTEN LITERATURE
ID-300C	ETHICS AND IDENTITY
KIN-220	SOCIAL-CULTURAL ASPECTS OF SPORTS
SPAN-201	INTERMEDIATE SPANISH I
SPAN-202	INTERMEDIATE SPANISH II

Integrative Seminar: Ethics & Values

Select one of the following: 3.00

ID-300A	ANIMALS AND SOCIETY
ID-300B	ART AND CENSORSHIP
ID-300D	ETHICS AND ECOLOGY
ID-300E	ETHICS AND TECHNOLOGY
ID-300F	GENDER AND CULTURE
ID-300G	HEALTH INTEGRATIVE SEMINAR
ID-300H	LAW AND SOCIETY
ID-300J	TERRORISM CONTEMPORARY ERA
ID-300K	VALUES AND SPORTS
ID-300L	VIETNAM
ID-300M	VULNERABLE POPULATIONS
ID-300N	WILDERNESS
ID-300P	DISEASES AND SOCIETY
ID-300Q	ECONOMICS OF GOOD AND EVIL
ID-300R	LEADERSHIP AND ETHICS

ID-300S	NORTHWEST CULTURE/HISTORY/LITERATURE
ID-300T	PROPAGANDA
ID-300U	WOMEN IN THE 20TH CENTURY
ID-300V	GANDHIAN ETHICS AND VALUES
ID-300W	ETHICS OF FOOD AND AGRICULTURE
ID-300X	ETHICS: CIVIL RIGHTS MOVEMENTS
ID-300Y	SALMON RIVER GEOLOGY, BIOLOGY, HUMAN HISTORY
ID-301A	HELLS CANYON INSTITUTE
Foreign/Heritage Language	
Select 16 credits of language if selecting Bachelor of Arts Degree	
Total Credits	37.00-42.00

Program Requirements

Code	Title	Credits
AAS Program Courses		
Apply up to 45 credits from an earned AAS in Paralegal		45.00
BAS Program Requirements		
LAWPT-321	REAL ESTATE LAW AND PROCEDURES	3.00
LAWPT-324	ADVANCED CIVIL LITIGATION	3.00
LAWPT-332	WILLS, TRUSTS, AND ESTATES	3.00
LAWPT-341	BUSINESS ORGANIZATIONS	2.00
LAWPT-342	FAMILY LAW	3.00
LAWPT-345	TORT LAW	3.00
JS-499	RESEARCH PROJECT AND SEMINAR IN JUSTICE STUDIES	3.00
SS-385	RESEARCH METHODS	3.00
Select 15 credits at the 300/400 level		15.00
Total Credits		83.00
Course	Title	Credits
First Year		
Fall		
CORE	Mathematical Ways of Knowing	3.00
CORE	Oral Communication	3.00
CORE	Scientific Ways of Knowing	3.00
ENGL-101	WRITING AND RHETORIC I	3.00
GNBPT-110	BUSINESS COMPUTER SKILLS	3.00
Credits		15.00
Spring		
ENGL-102	WRITING AND RHETORIC II	3.00
LAWPT-219	LEGAL TERMINOLOGY	3.00
LAWPT-233	BANKRUPTCY LAW AND PROCEDURES	3.00
CORE	Humanistic & Artistic Ways of Knowing	3.00
CORE	Social & Behavioral Ways of Knowing	3.00
Credits		15.00
Second Year		
Fall		
CORE	Global Perspectives	3.00
CORE	Humanistic & Artistic Ways of Knowing	3.00
CORE	Scientific Ways of Knowing	4.00
LAWPT-294A	INTERNSHIP IN LAW I	3.00
Electives	Elective Credits at 300/400 level	3.00
Credits		16.00

Spring

CORE	Integrative Seminar: Ethics & Values	3.00
CORE	Social & Behavioral Ways of Knowing	3.00
GNBPT-185	BUSINESS COMMUNICATION	3.00
GNBPT-200	BUSINESS DOCUMENT PROCESSING	3.00
LAWPT-223	LEGAL SUPPORT FUNDAMENTALS AND ETHICS	3.00

Credits	15.00
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Third Year**Fall**

ACCPT-101	BASIC ACCOUNTING I	3.00
GNBPT-222	BUSINESS EDITING	3.00
GNBPT-233	OFFICE PROCEDURES	3.00
Electives	Elective Credits at 300/400 level	3.00
LAWPT-224	INTRODUCTION TO LAW	3.00
LAWPT-235	PARALEGAL PROCEDURES FOR CRIMINAL LAW	3.00

Credits	18.00
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Spring

Electives	Elective Credits at 300/400 level	3.00
LAWPT-230	LEGAL RESEARCH AND WRITING I	3.00
LAWPT-265	BUSINESS LAW I	3.00
LAWPT-274	LEGAL PROCEDURES	3.00

Credits	12.00
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Fourth Year**Fall**

Electives	Elective Credits at 300/400 level	3.00
LAWPT-324	ADVANCED CIVIL LITIGATION	3.00
LAWPT-341	BUSINESS ORGANIZATIONS	2.00
LAWPT-345	TORT LAW	3.00
Electives	Elective Credits at 300/400 level	3.00

Credits	14.00
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Spring

LAWPT-321	REAL ESTATE LAW AND PROCEDURES	3.00
LAWPT-332	WILLS, TRUSTS, AND ESTATES	3.00
LAWPT-342	FAMILY LAW	3.00
SS-385	RESEARCH METHODS	3.00
JS-499	RESEARCH PROJECT AND SEMINAR IN JUSTICE STUDIES	3.00

Credits	15.00
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Total Credits	120.00
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Graduates from Paralegal ([https://www.careeronestop.org/toolkit/careers/occupations/occupation-profile.aspx?keyword=Paralegals and Legal Assistants&onetcode=23201100&location=UNITED STATES](https://www.careeronestop.org/toolkit/careers/occupations/occupation-profile.aspx?keyword=Paralegals%20and%20Legal%20Assistants&onetcode=23201100&location=UNITED%20STATES)) programs go on to obtain careers in a variety of fields:

- Legal Assistant
- Law Clerk
- Litigation or Judicial Assistant
- Legal Practice Assistant
- Court Clerk
- Title/Abstract Examiner
- Legal Researcher
- Contract Specialist
- Claims Adjuster

- Court Assistance Program Specialist
- Limited Practice Officer