

Legal Studies (Paralegal Studies) Program Roadmap

Use this roadmap to guide your progress and keep you moving toward graduation.

- ☒ **Avoid surprises** – Meet with your advisor each term to monitor your progress and address concerns early.
- ☒ **Review course requirements** – Check course prerequisites, corequisites, and conditions before registering each term to ensure you meet all requirements and stay on track for graduation.
- ☒ **Stay eligible** – Maintain your GPA and complete required courses to remain in good standing.
- ☒ **Graduate on time** – Stay on schedule to avoid delays and excess credit hours that may not be covered by financial aid.

About the Program

Credit Hours: 64 total credit hours. Total hours may vary based on individual academic plan. Prior to enrolling in classes, please meet with an advisor for specific guidance about your individual academic plan.

Minimum Grade Requirement(s)

A minimum grade of C or higher is required in:

- ☐ All Professional coursework
- ☐ All Legal Studies coursework
- ☐ All General Education coursework

Available Electives

Professional Elective Coursework

Minimum credit hours: 3. Students may select any course with the following prefixes: ACG, ASL, CCJ, CJL, FRE, GER, MAN, MAR, OST or SPN.

- ACG 2021 – Financial Accounting, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- ASL 1140 – American Sign Language I, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.
- BSC 1005 – Life in Its Biological Environment, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- BSC 2010C – Principles of Biology I, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.
- BSC 2020C – Human Biology, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.
- BSC 2050 – Biology of Environmental Systems, Credit Hours: 3. Terms Offered: TBA.
- BSC 2085C – Human Anatomy and Physiology I, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.
- CCJ 1020 – Introduction to Criminal Justice, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- ENC 2210 – Technical Report Writing, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- FRE 1120 – French I, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.
- GER 1120 – German I, Credit Hours: 4. Terms Offered: TBA.
- HSC 1531 – Medical Terminology (for Health Professions), Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- MAN 2021 – Principles of Management, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- MAN 2043 – Quality Management, Credit Hours: 3. Terms Offered: Fall, Spring.
- MAN 2125 – Supervision and Performance Improvement, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- MAN 2582 – Introduction to Project Management, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- MAR 2011 – Principles of Marketing, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- OST 1100 – Keyboarding/Introduction to Word Processing, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- OST 1355 – Introduction to Information and Records Management, Credit Hours: 3. Terms Offered: Spring.
- OST 1384 – Introduction to Customer Service, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- OST 1581 – Professional Development in the Work Environment, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- OST 2335 – Applied Business Communications, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- OST 2501 – Office Systems Management, Credit Hours: 3. Terms Offered: Fall, Spring.
- OST 2771 – Word Processing I, Credit Hours: 3. Terms Offered: Fall, Summer.
- SPN 1120 – Spanish I, Credit Hours: 4. Terms Offered: Fall, Spring, Summer.

Professional Law-Related Elective Coursework

Minimum credit hours: 6.

- PLA 1303 – Criminal Law and Procedure for Legal Studies, Credit Hours: 3. Terms Offered: Spring.
- PLA 1423 – Contract Law, Credit Hours: 3. Terms Offered: Fall, Spring.
- PLA 2241 – Alternative Dispute Resolution, Credit Hours: 3. Terms Offered: Fall.
- PLA 2465 – Debtor/Creditor Law, Credit Hours: 3. Terms Offered: Spring.
- PLA 2800 – Family Law, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- PLA 2944 – Simulated Law Office Experience: The Paralegal Studies Capstone, Credit Hours: 3. Terms Offered: Spring.
or PLA 2949 – Internship, Credit Hours: 3. Terms Offered: Fall, Spring, Summer.
- PLA 2950 – Certified Paralegal Exam Review, Credit Hours: 3. Terms Offered: Fall.

Stay on Track

Meet the associate in science degree graduation requirements:

- ☐ Complete all academic requirements for this program outlined in the Florida State College at Jacksonville catalog and curriculum.
- ☐ Earn a cumulative grade point average (GPA) of 2.0 (C) at Florida State College at Jacksonville in courses applicable to the Associate in Science degree programs, excluding developmental education courses.
- ☐ Earn an all-college cumulative grade point average of 2.0 (C) on a 4.0 scale on all courses attempted. This includes Florida State College at Jacksonville college-credit semester hours and transferred credits (excluding developmental education) in lower division courses.
- ☐ Complete at least 25 percent of the total hours required for the program in residence at Florida State College at Jacksonville. Credit by examination and credit for prior learning do not count toward this residency requirement.
- ☐ Complete the required semester hours for the degree, as including a minimum of 15 semester hours in General Education.
- ☐ Demonstrate competency in civic literacy by:
 - ☐ Completing a civic literacy course – AMH 2010, AMH 2020, or POS 2041 – with a grade of C or higher.
 - ☐ Achieving of the required standard score on a state-approved assessment.
- ☐ Earn a grade of a C or higher in each course used to satisfy the general education requirements and any other area designated as requiring a grade of C or higher.
- ☐ Satisfy all financial and other obligations to the College prior to graduation.

More Information Online

Program Webpage: fscj.edu/program?pcode=2299

Program Catalog Page: catalog.fscj.edu/programs/2299

Sample Roadmap

Term 1: Fall or Spring

Course	Credits	Course Type	Terms Offered
ENC 1101 – English Composition I or ENC 1101C – English Composition I Enhanced	3-4	General Education	Fall, Spring, Summer
MAC 1105 – College Algebra or MAC 1105C – College Algebra Enhanced or MAC 1114 – College Trigonometry or MAC 1140 – Precalculus Algebra or MAC 1147 – Precalculus Algebra and Trigonometry or MAC 2233 – Calculus for Business and Social Sciences or MAC 2311 – Calculus With Analytic Geometry I or MAC 2312 – Calculus With Analytic Geometry II or MAC 2313 – Calculus With Analytic Geometry III or MAP 2302 – Differential Equations or MGF 1130 – Mathematical Thinking or STA 2023 – Elementary Statistics	3-5	General Education	Fall, Spring, Summer
PLA 1003 – Introduction to Legal Studies	3	Professional	Fall, Spring, Summer
PLA 1104 – Legal Research and Writing I	3	Professional	Fall, Spring, Summer
AMH 2010 – United States History to 1877 or AMH 2020 – United States History from 1877 to the Present or POS 2041 – American Federal Government	3	General Education & Civic Literacy	Fall, Spring, Summer

Term 2: Spring or Summer

Course	Credits	Course Type	Terms Offered
CGS 1100C – Microcomputer Applications for Business and Economics Note: Transfer students may use CGS 1060C or an acceptable CGS-prefix elective in place of CGS 1100C.	3	Professional	Fall, Spring, Summer
BUL 2131 – Business Law I - The Legal Environment of Business	3	Professional	Fall, Spring, Summer
PLA 2273 – Tort Law	3	Professional	Fall, Spring, Summer
SPC 2017 – Introduction to Speech Communications or SPC 2065 – Speech Communication for Business and the Professions or SPC 2608 – Fundamentals of Public Speaking	3	General Education	Fall, Spring, Summer

Term 3: Summer or Fall

Course	Credits	Course Type	Terms Offered
PLA 2732 – Technology in the Law Office	3	Professional	Fall, Spring, Summer
PLA 2800 – Family Law	3	Professional	Fall, Spring, Summer
Professional Elective course	3-4	Elective	Varies
AST 1002 – Introduction to Astronomy or BSC 1005 – Life in Its Biological Environment or BSC 2010C – Principles of Biology I or BSC 2085C – Human Anatomy and Physiology I or CHM 1020 – Chemistry for Liberal Arts or CHM 2045C – General Chemistry and Qualitative Analysis I or ESC 1000 – Earth and Space Science or EVR 1001 – Introduction to Environmental Science or OCE 2001 – Survey of Oceanography or PHY 1020C – Physics for Liberal Arts with Laboratory or PHY 2048C – Physics I with Calculus or PHY 2053C – General Physics I	3-4	General Education	Fall, Spring, Summer

Term 4: Fall or Spring

Course	Credits	Course Type	Terms Offered
PLA 2114 – Legal Research and Writing II	4	Professional	Fall, Spring
PLA 2200 – Litigation	3	Professional	Fall, Spring
PLA 2600 – Wills, Trusts and Estates	3	Professional	Fall, Spring, Summer
Professional Law-Related Elective course	3	Elective	Varies

Term 5: Summer, Fall or Spring

Course	Credits	Course Type	Terms Offered
PLA 2949 – Internship or PLA 2944 – Simulated Law Office Experience: The Paralegal Studies Capstone	3	Professional	Fall, Spring, Summer
PLA 2610 – Real Estate Law	3	Professional	Fall, Spring, Summer
Professional Law-Related Elective course	3	Elective	Varies
ARH 2000 – Art in the Humanities or HUM 2020 – Topics in the Humanities or LIT 2000 – Literature in the Humanities or MUL 2010 – Music in the Humanities or PHI 2010 – Philosophy in the Humanities or THE 2000 – Theatre in the Humanities	3	General Education	Fall, Spring, Summer