

The Advanced Technical Certificate (A.T.C.) in Paralegal Studies educates, trains, and develops students for careers as paralegals and legal assistants.

The curriculum focuses on the study of legal theory and substantive areas of the law, and incorporates the practical application of law to develop the skills necessary to succeed in the profession. The program emphasizes legal research, writing, law related technology, communication, ethics, and critical thinking skills so that students enter the legal profession well prepared.

<input checked="" type="checkbox"/> Task
<input type="checkbox"/> Explore career resources at fscj.edu/student-services/career-development .
<input type="checkbox"/> Meet with your advisor each term.
<input type="checkbox"/> Satisfy the advanced technical certificate graduation requirements.

Application Procedure

This is a Limited Access program. Students must follow the application procedure outlined in the current College Catalog.

Career Options

Employment opportunities may include private law firms, courthouses, governmental or administrative agencies, non-profit organizations, corporations, and other legal environments. The program may provide a solid foundation for those considering law school in the future as well.

Important for You to Know

This roadmap is intended to provide general guidance about recommended courses. For specific guidance about your individual academic degree plan, please see an advisor. Also refer to the College Catalog and class schedules for additional information.

Advising

legalstudies@fscj.edu.

Sample Roadmap

This roadmap provides general guidance about required courses. For specific guidance about your individual academic degree plan, please see an advisor. Also refer to the College Catalog for additional information. **Full-time students will refer to the term-by-term recommendations, and part-time students will take courses in the order listed.**

A list of Professional Elective Coursework options is available at the end of this document. A minimum grade of C or higher must be achieved in all professional coursework.

Term 1

<input checked="" type="checkbox"/>	Course: Course Title	Credit Hours	Terms Offered
<input type="checkbox"/>	PLA 1003: Introduction to Legal Studies	3	All
<input type="checkbox"/>	PLA 1104: Legal Research and Writing I	3	All

Term 2

<input checked="" type="checkbox"/>	Course: Course Title	Credit Hours	Terms Offered
<input type="checkbox"/>	PLA 2732: Technology in the Law Office	3	Fall, Spring
<input type="checkbox"/>	PLA 2114: Legal Research and Writing II	4	Fall, Spring
<input type="checkbox"/>	Professional Law-Related Elective	3	Fall, Spring

Term 3

Students must have permission from the program manager to enroll in PLA 2949 and PLA 2944. PLA 2949 must be taken in the final semester of the program, and students may take a maximum of 12 credit hours in that semester. **Note:** PLA 2949 is offered in all terms; PLA 2944 and PLA 2950 are offered in the Fall and Spring terms.

<input checked="" type="checkbox"/>	Course: Course Title	Credit Hours	Terms Offered
<input type="checkbox"/>	PLA 2200: Litigation	3	Fall, Spring
<input type="checkbox"/>	PLA 2949: Internship or PLA 2944: Simulated Law Office Experience: The Legal Studies Capstone or PLA 2950: Certified Paralegal Exam Review	3	See note above

Total Program Credit Hours

The Paralegal Studies A.T.C. program requires a **minimum of 22 credit hours**. Total program hours may vary based on the student's individual degree plan. Please see an advisor for individual guidance. This program **is not eligible** for financial aid.

Professional Elective Coursework Options

Minimum Credit Hours: 3

<input checked="" type="checkbox"/>	Course: Course Title	Credit Hours	Terms Offered
<input type="checkbox"/>	PLA 1303: Criminal Law and Procedure for Legal Studies	3	Spring
<input type="checkbox"/>	PLA 1423: Contract Law	3	Varies
<input type="checkbox"/>	PLA 2241: Alternative Dispute Resolution	3	Fall
<input type="checkbox"/>	PLA 2273: Tort Law	3	All
<input type="checkbox"/>	PLA 2465: Debtor/Creditor Law	3	Spring
<input type="checkbox"/>	PLA 2600: Wills, Trusts and Estates	3	All
<input type="checkbox"/>	PLA 2610: Real Estate Law	3	All
<input type="checkbox"/>	PLA 2763: Law Office Procedures	3	Varies
<input type="checkbox"/>	PLA 2800: Family Law	3	All
<input type="checkbox"/>	PLA 2880: Constitutional Law	3	Fall