



Paralegal Studies Major Associate of Science Degree

Paralegal Studies Mission Statement:

The mission of the Paralegal Studies Associate of Science degree program is to prepare students with the knowledge and skills needed to be successful as paralegals who are prepared to meet the needs of the legal community. Graduates of the program possess knowledge of basic legal terminology and procedures, document drafting, professional ethics and client interactions and are proficient in utilizing research technology.

Paralegal Studies Vision Statement:

The vision of the program is to provide a superior academic program, encourage the pursuit of lifelong learning, and promote responsible citizenship.

Paralegal Studies Goals:

Building on its heritage as the oldest paralegal program in Illinois, the MacCormac College Paralegal Studies Program will continue to pursue academic excellence in its classes, expand internship opportunities for students, and engage our students in greater participation in school and outside activities. The fundamental goals are to:

- Recruit, retain and graduate students who are academically prepared to assume the duties and opportunities as paralegals in the legal marketplace
- Continuously review and modify the Paralegal Studies curriculum to address changes in the paralegal job market and to ensure that MacCormac College Paralegal students are provided with the most up-to-date educational methodologies to successfully participate in the paralegal profession
- Enhance and encourage development of critical thinking, communication, computer, and organizational skills
- Encourage our students to become engaged in giving back to the greater Chicagoland community and participate in volunteer opportunities, internships, externships, and networking events
- Continuously build and hire qualified faculty committed to academic excellence and a student-centered approach to education

Paralegal Studies Learning Outcomes:

Paralegal Studies Graduates will be able to:

- Use legal terminology to communicate with prospective clients, offices, and the courts
- Draft and understand the meaning of a variety of legal documents
- Research complex legal issues stemming from legal cases using traditional sources and the latest law research technology
- Apply legal reasoning and critical analysis to the identification and interpretation of legal issues.
- Work with legal team in preparation for trials, motions and administrative hearings
- Demonstrate awareness of ethical problems that may occur in the legal environment



Paralegal Studies Major Requirements
Required Major Courses (30 Semester credits)

<i>Number</i>	<i>Title</i>	<i>Semester Credits</i>
LAW 1100	Introduction to Paralegal Studies	3
LAW 1800	Torts Law	3
LAW 2640	Real Estate Law	3
LAW 2670	Family Law	3
LAW 2720	Legal Research & Writing I	3
LAW 2740	Legal Research & Writing II.....	3
LAW 2810	Estates and Trusts	3
LAW 2830	Civil Litigation and Procedures	3
LAW 2850	Criminal Law and Procedures.....	3
LAW 2900	Paralegal Studies Required Elective	3

Required General Education Courses (32 Semester credits)

COL 1010	First Year Experience	1
CIS 1150	Introduction to Computing.....	3
COL 2750	Professional Experience	3
ENG 1010	College Composition I.....	3
(Placement Exam required; may need to take ENG0900)		
ENG 1020	College Composition II.....	3
PHIL 2050	Introduction to Ethics.....	3
PSY 1010	Introduction to Psychology.....	3
SOC 2010	Introduction to Sociology	3
SPE 2110	Speech Communication	3

Choose ONE additional economics course, from these two

ECON 2210	Macroeconomics	3
ECON 2220	Microeconomics.....	3

Choose ONE additional physical science course, from these two

BIO 1010	Humans and the Environment	4
EAR 1010	Introduction to Earth Science	4

Total Semester Credits for Paralegal Studies Degree62

Qualification for Becoming a Certified Paralegal in Illinois

Professional certification for paralegals is the result of passing a voluntary examination administered by the National Association of Legal Assistants (NALA) or National Federation of Paralegal Associations (NFPA). To be eligible to take the voluntary exam, students must:

- Fill out an application for examination on the NALA or NFPA website
- Have completed a paralegal program that is approved by the American Bar Association or an associate degree program