

# Paralegal Associate in Applied Science

**Degree Program Mentor**

For additional information regarding this degree, contact the Degree Program Mentor.



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**Program Objective**

The objective of the Paralegal Associate in Applied Science is to prepare students to enter the workforce as a Paralegal.

**Requirements for Graduation**

1. Sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Technical-Occupational Requirement courses.
3. Overall Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

**Please Note:** Students who begin an Associate in Applied Science degree program are permitted to change to a transfer degree program should their goals change to include the pursuit of a four-year degree upon graduation from Seminole State College.

**General Education Requirements ..... 20**

GOV 1113	American National Government ..... 3
HIST 1483	American History to 1877 <b>OR</b>
HIST 1493	American History since 1877..... 3
ENG 1113	Composition I ..... 3
ENG 1213	Composition II ..... 3
MATH 1413	Quantitative Reasoning* ..... 3
	<i>(*Students who have taken a higher-level math course may apply for a course substitution.)</i>
CAP 1103	Introduction to Microsoft Office ..... 3
STSC 1002	Learning Strategies ..... 2

**Technical-Occupational Field Requirements..... 42**

LS 1003	Introduction to Law & Legal Systems ..... 3
LS 1203	Law Office Practice & Procedures (FO) ..... 3
LS 1223	Civil Litigation & Procedure (SO) ..... 3
LS 1423	Legal Research & Writing (SO)..... 3
ACCT 1413	Introduction to Accounting <b>OR</b>
BA 2243	Personal Finance ..... 3
LS 2113	Real Estate Law (FO)..... 3
CJ 2203	Rules of Evidence (face-to-face SOO / online SEO) .. 3
LS 2223	Administration of Estates (FO) ..... 3
LS 2233	Torts & Personal Injury (FO)..... 3
LS 2243	Constitutional Law (FO) ..... 3
LS 2253	Criminal Law & Procedure (SO) ..... 3
LS 2443	Family Law (SO) ..... 3
LS 2873	Contracts (SO) ..... 3
LS 2903	Legal Studies Capstone Seminar / Internship* ..... 3
	<i>(*should be taken last semester of degree)</i>

**MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE ..... 62**

FO=FALL ONLY      FOO=FALL ODD YRS ONLY      FEO=FALL EVEN YRS ONLY  
 SO=SPRING ONLY      SOO=SPRING ODD YRS ONLY      SEO=SPRING EVEN YRS ONLY



# Paralegal - Associate in Applied Science

## Degree Requirements Checklist

2026-27 (program begins Fall 2026 semester)

A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

	<b>GENERAL EDUCATION REQUIREMENTS</b>		
6 hrs.	<b>Social Sciences</b> <input type="checkbox"/> GOV 1113 American National Government <input type="checkbox"/> HIST 1483 American History Survey to 1877 <b>OR</b> <input type="checkbox"/> HIST 1493 American History Survey since 1877		
6 hrs.	<b>Language Arts</b> <input type="checkbox"/> ENG 1113 Composition I <input type="checkbox"/> ENG 1213 Composition II		
3 hrs.	<b>Mathematics</b> <input type="checkbox"/> MATH 1413 Quantitative Reasoning		
3 hrs.	<b>Computer Applications</b> <input type="checkbox"/> CAP 1103 Introduction to Microsoft Office		
2 hrs.	<b>Student Success</b> <i>Required during first semester</i> <input type="checkbox"/> STSC 1002 Learning Strategies		
20 hrs.	<b>TOTAL REQUIRED GENERAL EDUCATION HOURS</b>		
	<b>TECHNICAL-OCCUPATIONAL FIELD REQUIREMENTS</b>		
42 hrs.	<input type="checkbox"/> LS 1003 Introduction to Law & Legal Systems <input type="checkbox"/> LS 1203 Law Office Practice & Procedures (FO) <input type="checkbox"/> LS 1223 Civil Litigation & Procedure (SO) <input type="checkbox"/> LS 1423 Legal Research & Writing (SO) <input type="checkbox"/> ACCT 1413 Introduction to Accounting <b>OR</b> <input type="checkbox"/> BA 2243 Personal Finance <input type="checkbox"/> LS 2113 Real Estate Law (FO) <input type="checkbox"/> CJ 2203 Rules of Evidence (face-to-face SOO / online SEO) <input type="checkbox"/> LS 2223 Administration of Estates (FO) <input type="checkbox"/> LS 2233 Torts & Personal Injury (FO) <input type="checkbox"/> LS 2243 Constitutional Law (FO) <input type="checkbox"/> LS 2253 Criminal Law & Procedure (SO) <input type="checkbox"/> LS 2443 Family Law (SO) <input type="checkbox"/> LS 2873 Contracts (SO) <input type="checkbox"/> LS 2903 Legal Studies Capstone Seminar / Internship* <i>(*should be taken last semester of degree)</i>		
42 hrs.	<b>TOTAL REQUIRED TECHNICAL-OCCUPATIONAL FIELD HOURS</b>		
62 hrs.	<b>MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE</b>		
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# Semester by Semester Suggested Degree Plan\*

## Paralegal - Associate in Applied Science

COURSE NUMBER- COURSE DESCRIPTION	HOURS
<b>FRESHMAN YEAR, FALL</b>	
<input type="checkbox"/> STSC 1002 LEARNING STRATEGIES	2
<input type="checkbox"/> ENG 1113 COMPOSITION I	3
<input type="checkbox"/> CAP 1103 INTRODUCTION TO MICROSOFT OFFICE	3
<input type="checkbox"/> LS 1003 INTRODUCTION TO LAW & LEGAL SYSTEMS	3
<input type="checkbox"/> LS 1203 LAW OFFICE PRACTICE & PROCEDURES (FO)	3
<input type="checkbox"/> LS 2243 CONSTITUTIONAL LAW (FO)	3
<b>TOTAL:</b>	<b>17</b>
<b>FRESHMAN YEAR, SPRING</b>	
<input type="checkbox"/> ENG 1213 COMPOSITION II	3
<input type="checkbox"/> MATH 1413 QUANTITATIVE REASONING* <i>(*STUDENTS WHO HAVE TAKEN A HIGHER-LEVEL MATH COURSE MAY APPLY FOR A COURSE SUBSTITUTION)</i>	3
<input type="checkbox"/> GOV 1113 AMERICAN NATIONAL GOVERNMENT	3
<input type="checkbox"/> LS 1423 LEGAL RESEARCH & WRITING (SO)	3
<input type="checkbox"/> LS 1223 CIVIL LITIGATION & PROCEDURE (SO)	3
<b>TOTAL:</b>	<b>15</b>
<b>SOPHOMORE YEAR, FALL</b>	
<input type="checkbox"/> LS 2113 REAL ESTATE LAW (FO)	3
<input type="checkbox"/> LS 2223 ADMINISTRATION OF ESTATES (FO)	3
<input type="checkbox"/> LS 2233 TORTS & PERSONAL INJURY (FO)	3
<input type="checkbox"/> ACCT 1413 INTRODUCTION TO ACCOUNTING <b>OR</b> BA 2243 PERSONAL FINANCE	3
<input type="checkbox"/> HIST 1483 AMERICAN HISTORY TO 1877 <b>OR</b> HIST 1493 AMERICAN HISTORY SINCE 1877	3
<b>TOTAL:</b>	<b>15</b>
<b>SOPHOMORE YEAR, SPRING</b>	
<input type="checkbox"/> LS 2443 FAMILY LAW (SO)	3
<input type="checkbox"/> LS 2253 CRIMINAL LAW & PROCEDURE (SO)	3
<input type="checkbox"/> LS 2873 CONTRACTS (SO)	3
<input type="checkbox"/> CJ 2203 RULES OF EVIDENCE (FACE-TO-FACE SOO / ONLINE SEO)	3
<input type="checkbox"/> LS 2903 LEGAL STUDIES CAPSTONE SEMINAR / INTERNSHIP* <i>(*SHOULD BE TAKEN IN LAST SEMESTER OF DEGREE)</i>	3
<b>TOTAL:</b>	<b>15</b>
<b>TOTAL HOURS:</b>	<b>62</b>

\*THIS IS A GUIDE TO HELP STUDENTS WITH PLANNING. A STUDY OF THE COURSE SCHEDULE AND A VISIT WITH YOUR ACADEMIC ADVISOR IS CRUCIAL FOR SUCCESS IN COMPLETING YOUR DEGREE.

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