



Paralegal AS

One of only a few programs in the Twin Cities that is approved by the American Bar Association, since 1979, North Hennepin's Paralegal AS degree and Certificate program offer students an ABA approved education for one of the lowest costs in the state. In addition, our students pay on a per-credit basis, permitting paralegal students to take as many, or as few, courses as they wish at the same low cost per credit.

Paralegal Curriculum

Curriculum

Program Courses

Course Code	Title	Course Outlines	Goal Areas	Credits
PLEG 1111	Introduction to Law and Paralegal Studies	View-PLEG 1111	n/a	3
PLEG 1210	Computer Applications in the Legal Profession	View-PLEG 1210	n/a	2
PLEG 1411	Litigation I	View-PLEG 1411	n/a	3
PLEG 1412	Litigation II	View-PLEG 1412	n/a	3
PLEG 2211	Legal Research and Writing I	View-PLEG 2211	n/a	3
PLEG 2212	Legal Research and Writing II	View-PLEG 2212	n/a	3
PLEG 2930	Legal Studies Seminar and Internship	View-PLEG 2930	n/a	3

Paralegal Program Electives

Course Code	Title	Course Outlines	Goal Areas	Credits
Must take at least 10 credits				
PLEG 1330	Family Law or	View-PLEG 1330	n/a	3
PLEG 1430	Alternative Dispute Resolution or	View-PLEG 1430	n/a	1
PLEG 1510	Intellectual Property or	View-PLEG 1510	n/a	2
PLEG 1610	Immigration Law or	View-PLEG 1610	n/a	3
PLEG 1990	Paralegal Special Topics or	View-PLEG 1990	n/a	1-4
PLEG 2310	Criminal Law and Procedure or	View-PLEG 2310	n/a	3
PLEG 2430	Torts & Personal Injury Law or	View-PLEG 2430	n/a	3
PLEG 2510	Contracts and Business Organizations or	View-PLEG 2510	n/a	3
PLEG 2620	Property or	View-PLEG 2620	n/a	3
PLEG 2710	Wills, Trusts and Estate Administration or	View-PLEG 2710	n/a	3
PLEG 2810	Employment Search for Paralegals	View-PLEG 2810	n/a	1

General Education Courses

Course Code	Title	Course Outlines	Goal Areas	Credits
COMM 1010	Fundamentals of Public Speaking and	View-COMM 1010	n/a	3
ENGL 2320	Writing: From Structure to Style and	View-ENGL 2320	n/a	3
POLS 1100	American Government and Politics and	View-POLS 1100	n/a	3
PSYC 1150	General Psychology or	View-PSYC 1150	n/a	3
PSYC 1160	Introduction to Psychology or	View-PSYC 1160	n/a	4
PSYC 2360	Psychology, Race, and Law or	View-PSYC 2360	n/a	3
SOC 1110	Introduction to Sociology and	View-SOC 1110	n/a	3
College Writing I				
ENGL 1200	Gateway College Writing or	View-ENGL 1200	n/a	4
ENGL 1201	College Writing I and	View-ENGL 1201	n/a	4
Choose 1 PHIL course				
PHIL 1110	Informal Reasoning for Problem Solving or	View-PHIL 1110	n/a	3
PHIL 1050	Introduction to Logic	View-PHIL 1050	n/a	3

MnTC Electives

Natural Sciences Mathematics/Logical Reasoning (Goal Area 3 4) - 3 credits
The Humanities Fine Arts (Goal Area 6) - 3 credits
MnTC Electives - 5 credits

NHCC Residency and GPA

15 Credits must be earned at NHCC

Total Credits Required	60
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Program Overview

2024-2025

This program prepares students to assist lawyers and administrators of law-related occupations in providing efficient legal services to the public. The program of study includes general education courses, law-related courses, and legal specialty courses.

The paralegal courses are offered primarily in the evening. Courses prepare students for entry into a paralegal career and provide presently employed paralegals an opportunity to enhance their legal knowledge and skills. The Paralegal Program does not train graduates to provide legal services directly to the public. Any person who attempts to provide legal services directly to the public, but is not licensed to practice law, engages in the illegal and unauthorized practice of law.

The Paralegal Program is approved by the American Bar Association.

Students must take at least nine semester credits or the equivalent of legal specialty courses through traditional classroom or online synchronous classroom instruction as required by the American Bar Association.

Students wishing to enroll in the Paralegal Program, must complete an Admission Request. Students must make an appointment to meet with an advisor to present the Admission Request for processing. For more information or to schedule an appointment, please contact the Advising Office at 763-424-0703.

The Associate of Science in Paralegal is designed to articulate to: Concordia University B.A. in Organizational Management and Leadership degree, Concordia University B.A. in Business degree, Concordia University B.A. in Public Policy degree, Concordia University B.A. in Criminal Justice degree, Hamline University B.A. in Legal Studies degree, Metropolitan State University B.A. Individualized Studies degree, Winona State University B.S. in Legal Studies.

Program Outcomes

Knowledge of Human Cultures and the Physical and Natural World:

- Demonstrate an understanding of the sources of law, legal procedure, and operation of legal systems within state and federal government and apply that knowledge to the work of paralegals.

Intellectual and Practical Skills:

- Demonstrate written, verbal, and interpersonal skills appropriate to various legal and business settings.
- Think critically and creatively analyze, synthesize, and organize information.
- Demonstrate ability to use word processing, spreadsheets, data base and case management software as they are used in the legal profession.

Personal and Social Responsibility:

- Understand and apply the Rules of Professional Conduct as they relate to the practice of law and demonstrate ethical behaviors in all settings.

Integrative Learning:

- Conduct legal research using print and electronic resources, apply results to fact situations, and report findings in an appropriate format.
- Successfully complete projects performed by paralegals in the various substantive areas of law.

This program prepares students to perform paralegal work in private law firms, government agencies or large corporations or transfer to a four year institution in this discipline.

Program Goal: Deliver a comprehensive paralegal education that will graduate ethical, employable, competent professionals for careers in the legal field.

Program Outcomes: Upon completion of the paralegal program, NHCC graduates will be able to:

1. Demonstrate an understanding of the sources of law, legal procedure, and operation of legal systems within state and federal government and apply that knowledge to the work of paralegals.
 2. Understand and apply the Rules of Professional Conduct to the practice of law and demonstrate ethical behaviors in all settings.
 3. Demonstrate written, verbal, and interpersonal communication skills appropriate to various legal and business settings.
 4. Think critically and creatively analyze, synthesize, and organize information.
 5. Conduct legal research using print and electronic resources, apply results to fact situations, and report findings in an appropriate format.
 6. Successfully complete projects performed by paralegals in the various substantive areas of law.
 7. Demonstrate ability to use word processing, spreadsheets, data base and case management software as they are used in the legal profession.
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Program Maps

Program roadmaps provide students with a guide to understand the recommended course sequence to complete their degree.

- [Paralegal AS Program Roadmap Full Time](#)
 - [Paralegal AS Program Roadmap Part Time](#)
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Career Opportunities

Information on careers, including career descriptions, salary data, and employment outlook is available on the [Bureau of Labor Statistics website](#) and [O*Net Online website](#).

Transfer Information

If you are planning on transferring to another institution, follow the guidelines available on our transfer resources web page to help you plan the process: [Transfer Information](#)

Degree Information

The Associate of Science (A.S.) degree is intended for students whose primary goal is to complete the credentials for a specific career and/or prepare for transfer to complete a bachelor's degree at a college or university with whom North Hennepin Community College has an articulation agreement. The A.S. degree provides a balance of general education courses and the required scientific, professional or technical courses in the degree program.

A student shall:

- Earn a minimum of 60 semester credits as required in the program, with a grade point average of 2.00 (C) or above in courses taken at North Hennepin Community College. Specific programs may have additional requirements or a higher minimum grade point average.
- Earn a minimum of 15 semester credits at North Hennepin Community College. A student must complete at least 50% of career specific courses at North Hennepin Community College.
- Earn 30 credits in at least 6 Minnesota Transfer Curriculum (MnTC) goal areas.
- Earn 30 professional/technical credits.
- Have four years to complete the graduation requirements as published in the catalog in effect at the time of their initial enrollment. Students taking more than four years to complete their graduation requirements may follow any catalog published during the four year period preceding their graduation.

Completion of an A.S. degree fulfills the Goal Area 2 requirement of the Minnesota Transfer Curriculum (MnTC).

Developmental Courses Some students may need preparatory course(s) in Math and/or English. Courses numbered below 1000 will not apply toward a degree.

Equal Opportunity Employer and Disability Access Information North Hennepin Community College is a member of Minnesota State Colleges and Universities system and an equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 763-493-0555 or through the Minnesota Relay Service at 1-800-627-3529.

Accreditation

North Hennepin Community College is accredited by the Higher Learning Commission (hlcommission.org), an institutional accreditation agency recognized by the U.S. Department of Education.

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