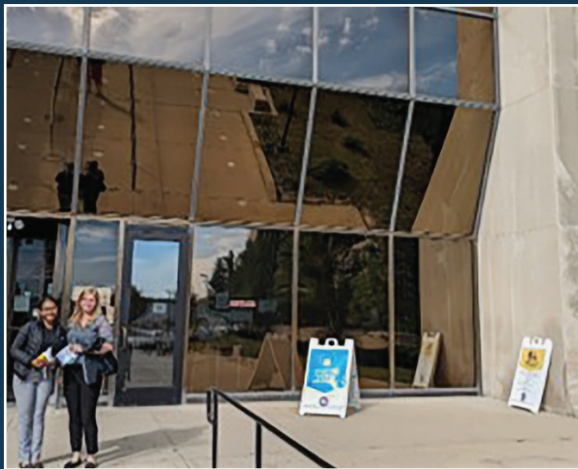


The mission of our program is to provide a strong, flexible program for the quality education for the training of occupationally competent paralegals/legal assistants through a curriculum that provides a balance of legal theory, practical skills, and practical experience resulting in highly trained paralegals qualified to work under the supervision of an attorney in a variety of legal and law-related environments. We also seek to promote both the paralegal profession generally as well as the professionalism of paralegals/legal assistants with the result of increasing the ways they can be of service to the legal profession.



LAW 101
Approved by
Quality Matters



SSC Expungement Clinic

SSC Law and Paralegal Studies Program Notes

- **Approved by the American Bar Association**
- **Excellent employment opportunities in a fast-growing job market**
- **Hands-on experience through internship in a legal or law related setting**
- **Associate Degree and Certificate opportunities**
- **Part-time and full-time enrollment opportunities**
- **Evening and online courses offered for a more convenient and flexible schedule.**
- **The AAS Degree can be completed in four (4) semesters if the student begins in the Fall semester.**
- **The Certificate can be completed in three (3) semesters if the student begins in the Fall.**
- **Program can be completed fully online**

This is Success



**SOUTH
SUBURBAN
COLLEGE**
Department of
LEGAL STUDIES

LAW AND PARALEGAL STUDIES

**ONLINE PROGRAM*
COHORT PROGRAMS**

**AAS Degree
Certificate
Pre-Law/Transfer**



**Students must take at least nine semester credits or the equivalent of legal specialty courses through synchronous instruction.*

SSC Law and Paralegal Studies Program

South Suburban College's Law and Paralegal Studies Program offers two curriculum pathways: a two-year Associate of Applied Science (AAS) Degree career program, and a Certificate Program available to those persons possessing a Bachelor's or AAS Degree from an accredited post-secondary institution. Both curriculums are designed to prepare a student to become a highly trained paralegal/legal assistant or other legal professional. This program also serves as an outstanding background for students who are considering law school in the future, or simply wish to learn more about the law. Program can be completed fully online.

SSC's curriculum prepares students to work in a variety of legal environments including civil and criminal litigation, insurance, banking, public and governmental agencies, law offices and corporate legal departments. Emphasis is placed on the development of core skills in legal research techniques including compilation and analysis of data, understanding legal vocabulary, preparation of legal documents, and technology used in a law office. To help prepare its students, the program offers a hands-on internship in a legal or law related setting.

SSC is the only community college in the South suburban Chicago region that is approved by the American Bar Association; ABA approval gives graduates a huge advantage when entering the workplace. South Suburban College is also an institutional member of the American Association for Paralegal Education. SSC requires that all of the instructors in the program are lawyers or judges to ensure the quality of instruction. Students utilize this program in preparation for law school, or to gain immediate employment in a high demand field.

Paralegals and legal assistants are projected to grow faster than the average for all occupations through 2026. Additional information is available at www.bls.gov.

Paralegals may not provide Legal Services directly to the public except as permitted by law.

SSC LAW AND PARALEGAL STUDIES OFC COHORT CURRICULUM

Law and Paralegal Studies (LAW.AAS)

OCS 121 Overview for College Success	1
Semester 1 (Fall)	
BLW 201 *Introduction to Business Law	3
LAW 101 *Fundamentals of Paralegalism	3
ENG 101 *Composition and Rhetoric	3
SPE 108 Oral Communication	3
PSC 101 American National Government	3
Semester 2 (Spring)	
LAW 203 ***Legal Research & Writing I	3
LAW 201 **Evidence and Investigation	3
LAW 103 **Law Office Technology	3
Program Elective	3
‡Human Diversity Requirement	3
Semester 3 (Fall)	
LAW 205 **Legal Research & Writing II	3
LAW 202 **Litigation	3
BLW 202 **Intermediate Business Law	3
Group V Physical or Life Science Elective	3
Program Elective	3
Semester 4 (Spring)	
LAW 204 **** Internship	3
Program Elective	3
PSY 101 Introduction to Psychology	3
PHL 101 Introduction to Philosophy or	
PHL 102 Ethics	3
Program Elective	3
Minimum for Degree	60
Program Electives (4 Required)	
LAW 206 Expungement & Entrepreneur Workshop	3
LAW 207 Real Property Practice	3
LAW 208 Law of Family Relations	3
LAW 209 Estate Planning & Probate	3
LAW 210 Criminal Law for the Paralegal	3
LAW 211 Alternative Dispute Resolution	3
LAW 212 Elder Law	3
BLW 203 Legal Environment of Business	3
BLW 204 Cyberlaw, Legal Issues in Cyberspace	3
LAW 215 E-Discovery	3

‡Course must meet the Human Diversity graduation requirement. Students earning an Associate degree must meet the requirement for coursework on improving human relations as defined in Public Act 87-581. See catalog for more information.

Law and Paralegal Studies Certificate (LAW.CERT)

Semester 1 (Fall)		Credits
BLW 201 *Introduction to Business Law		3
LAW 101 *Fundamentals of Paralegalism		3
LAW 202 **Litigation		3
Program Elective		3
Semester 2 (Spring)		
LAW 203 ***Legal Research & Writing I		3
LAW 201 **Evidence and Investigation		3
LAW 103 **Law Office Technology		3
Program Elective		3
Semester 3 (Fall)		
LAW 205 **Legal Research & Writing II		3
LAW 204 **** Internship		3
BLW 202 Intermediate Business Law		3
Program Elective		3
Minimum for Certificate		36
Program Electives (3 Required)		
LAW 206 Expungement & Entrepreneur Workshop		3
LAW 207 Real Property Practice		3
LAW 208 Law of Family Relations		3
LAW 209 Estate Planning & Probate		3
LAW 210 Criminal Law for the Paralegal		3
LAW 211 Alternative Dispute Resolution		3
LAW 212 Elder Law		3
LAW 213 Topics in Law		3
BLW 203 Legal Environment of Business		3
BLW 204 Cyberlaw, Legal Issues in Cyberspace		3
LAW 215 E-Discovery		3

2 of 4 program electives must be LAW specialty courses (LAW 207, 208, 209, 210, 211, 212, 213, 215)

* Courses must be taken before application can be made for Program admittance.

** Courses must be taken before serving LAW 204 - Internship. BLW 202 and LAW 205 may be taken concurrently with LAW 204.

*** Students must be formally admitted into the Program prior to enrolling in LAW 203.

**** Students must have been accepted into the Program and have had an interview with the Program Coordinator before signing up for an internship.

Students enrolled in the AAS Program must successfully complete LAW 101, BLW 201 & ENG 101 with a cumulative GPA of 2.66 or better, provide the Coordinator with an application to be formally admitted into the Program.

Students enrolled in the Certificate Program must successfully complete LAW 101 & BLW 201 with a cumulative GPA of 2.66 or better, provide the Coordinator with a resume, and an application to be formally admitted into the Program.

Students must complete all Paralegal (LAW) and Business Law (BLW) course requirements with a grade of "C" or better.

For more information, please contact Becky Hougese Walters J.D., Law and Paralegal Studies and Criminal Justice Program Coordinator, at (708) 596 2000, ext. 2579, or email bwalters@ssc.edu.