

LEGAL ASSISTANT TECHNOLOGY AAS DEGREE

Legal assistants do a variety of tasks to support lawyers, including maintaining and organizing files, conducting legal research and drafting documents.

- Degree Type: AAS
- All required courses available online
- TSI (coursecatalog.tvcc.edu/admission-registration/testing/tsi-testing-requirements/): required
- Capstone course: LGLA-1353 Wills, Trusts, and Probate Administration

Course	Title	Hours
Term One		
POFT-1301	Business English	3
EDUC/PSYC-1300	Learning Framework	3
LGLA-1219	Paralegal Ethics	2
LGLA-1407	Introduction to Law and the Legal Professions	4
BUSI-2301	Business Law	3
	Hours	15
Term Two		
BCIS-1305	Business Computer Applications	3
ENGL-1301	Composition I	3
LGLA-1345	Civil Litigation	3
MATH-1332	Contemporary Mathematics (quantitative reasoning)	3
POFL-1305	Legal Terminology	3
	Hours	15
Term Three		
LGLA-2307	Law Office Management	3
POFI-2301	Word Processing	3
GOVT-2305	Federal Government (Fed Constitution & Topics)	3
LGLA-1355	Family Law	3
ACNT-1303	Introduction to Accounting I	3
	Hours	15
Term Four		
LGLA-2305	Interviewing and Investigating	3
Lang, Phil, & Culture/Creative Arts		3
LGLA-2313	Criminal Law and Procedure	3
GOVT-2306	Texas Government (Texas Constitution & Topics)	3

2 2021-2022 | Legal Assistant Technology AAS Degree

LGLA-2380 or LGLA-1353	Coop Education, Paralegal/Legal Assistant or Wills, Trusts, and Probate Administration	3
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	Hours	15
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	Total Hours	60