

Fall, Spring, Summer



**2021-2022 Completion Guide**  
**CAC in Paralegal Studies**  
**ICCB Approved Total Program Hours: 27**

Date: 3/12/21

*The following schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.*

Program Prerequisites

**First Semester**

| Course  | Title                      | Credit Hours | Mode of Delivery | Prerequisites | Terms offered        | Notes |
|---------|----------------------------|--------------|------------------|---------------|----------------------|-------|
| PLS 100 | Intro to Paralegal Studies | 3            | T                |               | Fall, Spring, Summer |       |
| PLS 110 | Legal Documents            | 3            | T                |               | Fall, Spring, Summer |       |
| PLS 105 | Legal Research and Writing | 3            | T                |               | Fall, Spring, Summer |       |
| PLS 120 | Civil Litigation           | 3            | T                |               | Fall, Spring, Summer |       |
|         |                            |              |                  |               |                      |       |
|         | Total Semester Hours       | 12           |                  |               |                      |       |

**T = Traditional    H = Hybrid    W = Web**

**Second Semester**

| Course  | Title                         | Credit Hours | Mode of Delivery | Prerequisites                                                                   | Terms offered        | Notes |
|---------|-------------------------------|--------------|------------------|---------------------------------------------------------------------------------|----------------------|-------|
| PLS 150 | Torts                         | 3            | T                |                                                                                 | Fall, Spring, Summer |       |
| PLS 160 | Contracts                     | 3            | T                |                                                                                 | Fall, Spring, Summer |       |
| PLS 200 | Legal Research and Writing II | 3            | T                | PLS 100 Introduction to Paralegal Studies, PLS 105 Legal Research and Writing I | Fall, Spring, Summer |       |
| PLS 215 | Bankruptcy                    | 3            | T                |                                                                                 | Fall, Spring, Summer |       |
| PLS 220 | Family Law                    | 3            | T                |                                                                                 | Fall, Spring, Summer |       |
|         | Total Semester Hours          | 15           |                  |                                                                                 |                      |       |

**Graduation Requirements**

To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:

1. Satisfy all admission requirements.
2. Complete the courses required to earn the given degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 15 credit hours applicable to the degree at JJC. Proficiency test, CLEP and Advanced Placement does not meet this requirement.
3. Earn a cumulative grade-point-average of at least 2.0.

4. Discharge all financial obligations to the College; have no restrictions.
5. File an application for graduation. (An application should be filed at the time of registration for the student's anticipated last semester.)
6. Have all official transcripts from other colleges/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process may result in a later graduation date.

|                       |                                                                |                                                            |                                                            |
|-----------------------|----------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------------|
| For more information: | <b>Department Chairperson</b>                                  | <b>Program Coordinator</b>                                 | <b>Program Advisor</b>                                     |
|                       | Name: Duane Stonich                                            | Name: Patricia A. Binfa                                    | Name: Patricia A. Binfa                                    |
|                       | E-mail: <a href="mailto:dstonich@jjc.edu">dstonich@jjc.edu</a> | E-mail: <a href="mailto:pbinfa@jjc.edu">pbinfa@jjc.edu</a> | E-mail: <a href="mailto:pbinfa@jjc.edu">pbinfa@jjc.edu</a> |
|                       | Phone: 815.280.2412                                            | Phone: 815.280.2449                                        | Phone: 815.280.2449                                        |