



Legal Assistant Studies Advising Checklist (Before Fall 2012)

Area A: Essential Skills (9 hours)

	Proposed	In Progress	Completed
ENGL 1101 (3 hrs)	_____	_____	_____
ENGL 1102 (3 hrs)	_____	_____	_____
MATH 1101 or 1111 (or 1113, 2261, 2262)(3 hrs)	_____	_____	_____

Area B: Institutional Options (4 hours)

Two courses required, each from a different area

- Ethics/Values** 2110, 2120, 2130, 2140, 2150, 2160, 2199
- Tradition/Change** 2210, 2220, 2230, 2229
- Human Expression** 2300, 2310, 2313, 2314, 2320, 2330, 2340, 2350, 2360, 2370, 2380, 2381, 2390, 2391, 2399
- Environment/Physical World** 2410, 2420, 2430, 2440, 2450, 2460, 2470, 2480, 2490, 2 499
- Race/Gender** 2510, 2520, 2530, 2540, 2550, 2560, 2599
- Cross Cultural Understanding/Expression** 2610, 2615, 2620, 2630, 2640, 2650, 2660, 2670, 2675, 2680, 2690, 2695, 2699
- World of Work** 2700, 2710, 2720, 2730, 2740, 2799

	Proposed	In Progress	Completed
Course 1:	_____	_____	_____
Course 2:	_____	_____	_____

Area C: Humanities/Fine Arts (6 hrs)

	Proposed	In Progress	Completed
Choose 1: ENGL 2110, 2120, 2130, 2140	_____	_____	_____

Choose 1: _____

ART 1100, COMM 1100, 1110, DANC 1500, MUSC 1100, 1110, 1120, 1130, MDIA 2000, THEA 1100, PHIL 2010, 2020, REL 2020; WMST 2010; ENGL 2110, 2120, 2130, 2140; FREN 1001, 1002, 1111, 2001, 2002; GRMN 1001, 1002, 1111, 2001, 2002; JPN 1001, 1002, 1111, 2001, 2002; LATN 1001, 1002, 1111, 2001, 2002; RUSS 1001, 1002, 1111, 2001, 2002; SPAN 1001, 1002, 1111, 2001, 2002

Area D: Science, Math, & Technology (11 hrs)

	Proposed	In Progress	Completed
Choose 2 (8 hrs):	_____	_____	_____
	_____	_____	_____

ASTR 1010K, 1020K; BIOL 1010/1020L, 1030/1040L, 1951H, 1952H; CHEM 1010, 1151K, 1152K, 1211K, 1212K, 1212/1212L; GEOG 1112K, 1113K; GEOL 1121K, 1122K; PHYS 1111K, 1112K, 2211K, 2212K

Proposed In Progress Completed

Choose 1 (3hrs): _____

ASTR 1000; BIOL 1050, 1060, 1070, 1080, 1090; ENGR 1010; GEOG/GEOL 1110; MATH 1112, 1261, 2261, 2262, 2620; PHSC 1100

Area E: Social Sciences (12 hrs)

	Proposed	In Progress	Completed
Pols 1101 (3hrs)	_____	_____	_____
Hist 2111/ 2112 (3hrs)	_____	_____	_____
Choose 2: (6hrs)	_____	_____	_____
	_____	_____	_____

AFAM/WMST 2020; ANTH 1102; ECON 1500, 1900H; GEOG 1101, 1102, 1103; HIST 1011, 1012, 1013; POLS 2501; PSYC 2500, SOCI 1101, 1160

Area F: Courses Appropriate To Major

(18 hrs)

	Proposed	In Progress	Completed
LEAS 1100 (3hrs)	_____	_____	_____
CRJU 1100 (3 hrs)	_____	_____	_____
PHIL 2020 (3 hrs)	_____	_____	_____
COMM 1100 (3 hrs)	_____	_____	_____

Foreign Language & Culture (9 hrs)

_____ 1002 (3 hrs)	_____	_____	_____
_____ 2001 (3 hrs)	_____	_____	_____
_____ 2002 (3 hrs)	_____	_____	_____

Senior College Curriculum (60 Hours)

Supporting Courses (6 hrs)

	Proposed	In Progress	Completed
ACED 2400 (3 hrs)	_____	_____	_____
ENGL 3030 (3 hrs)	_____	_____	_____

Legal Assistant Studies Major Requirements: (24 hrs)

Courses for Major may not overlap requirements in other areas.

Required Courses (9 hours)

	Proposed	In Progress	Completed
LEAS 3200 (3 hrs)	_____	_____	_____
LEAS 3201 (3 hrs)	_____	_____	_____
LEAS 4900 (3 hrs)	_____	_____	_____

Legal Assistant Studies Courses: (15 hours)

Please choose five (5) of the following courses:

LEAS 3210, LEAS 3220, LEAS 3230, LEAS 3240, LEAS 4200, LEAS 4210, LEAS 4220, LEAS 4230, LEAS 4250

	Proposed	In Progress	Completed
LEAS _____	_____	_____	_____
LEAS _____	_____	_____	_____
LEAS _____	_____	_____	_____
LEAS _____	_____	_____	_____
LEAS _____	_____	_____	_____

Area of Concentration and/or Elective Courses..... 30 hrs

Must include **12 hours** of courses numbered **3000 or above**, with **9 hours** in a field related to Legal Assistant Studies.

Area of Concentration: (9 Hours)

Concentration Area _____

Concentration Area Courses _____

Elective Courses: (21 hours with 3 hours over 3000)

Course	Proposed	In Progress	Completed
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total hours required for the degree.....**120 semester hours**