



Legal Assistant Studies Advising Checklist

(Beginning Fall 2012)

Area A: Essential Skills (9 hours)

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

ASTR 1010K, 1020K; BIOL 1010/1020L, 1030/1040L, 1951H, 1952H; CHEM 1010, 1151K, 1152K, 1211L, 1212L; GEOG 1112K, 1113K; GEOL 1121K, 1122K; PHYS 1111K, 1112K, 2211K, 2212K (8 hrs)

Area B: Institutional Options (4 hours)

Two courses required, each from a different area

Perspectives on:

- 1) **Ethics/Values** 2110, 2120, 2130, 2140, 2150, 2160, 2199
- 2) **Tradition/Change** 2210, 2220, 2230, 2229
- 3) **Human Expression** 2300, 2310, 2313, 2314, 2320, 2330, 2340, 2350, 2360, 2370, 2380, 2381, 2390, 2391, 2399
- 4) **Environment/Physical World** 2410, 2420, 2430, 2440, 2450, 2460, 2470, 2480, 2490, 2 499
- 5) **Race/Gender** 2510, 2520, 2530, 2540, 2550, 2560, 2599
- 6) **Cross Cultural Understanding and Expression** 2610, 2615, 2620, 2630, 2640, 2650, 2660, 2670, 2675, 2680, 2690, 2695, 2699
- 7) **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 2111, 2112, 2113	_____	_____	_____

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, 2001, 2002; LATN 1001, 1002, 2001, 2002; RUSS 1001, 1002, 1111, 2001, 2002; SPAN 1001, 1002, 1111, 2001, 2002 (3 hrs)

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

	Proposed	In Progress	Completed
Choose 2:	_____	_____	_____
_____	_____	_____	_____

Proposed In Progress Completed
Choose 1: _____
ASTR 1000; BIOL 1050, 1060, 1070, 1080, 1090; ENGR 1010; GEOG/GEOL 1110; MATH 1112, 1261, 2261, 2262, 2620; PHSC 1100 (3 hrs)

Area E: Social Sciences (12 hrs)

	Proposed	In Progress	Completed
POLS 1101 (3hrs)	_____	_____	_____
HIST 2111/12 (3hrs)	_____	_____	_____
Choose 2:	_____	_____	_____
_____	_____	_____	_____

AFAM/WMST 2020; ANTH 1102; ECON 1500, 1900H; GEOG 1100, 1101, 1102, 1103; HIST 1011, 1012, 1013; POLS 2101, 2401, 2501; PSYC 2500, SOCI 1101, 1160 (6 hrs)

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 (0-3 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: (27 hrs)

Courses for Major may not overlap requirements in other areas.

Required Courses (12 hours)

	Proposed	In Progress	Completed
LEAS 3200 (3 hrs)	_____	_____	_____
LEAS 3201 (3 hrs)	_____	_____	_____
LEAS 4800 (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 4200, LEAS 4210, LEAS 4220, LEAS 4230, LEAS 4240, LEAS 4250, LEAS 4251, LEAS 4260, LEAS 4700, and LEAS 4802

	Proposed	In Progress	Completed
LEAS _____ (3 hrs)	_____	_____	_____
LEAS _____ (3 hrs)	_____	_____	_____
LEAS _____ (3 hrs)	_____	_____	_____
LEAS _____ (3 hrs)	_____	_____	_____
LEAS _____ (3 hrs)	_____	_____	_____

Area of Concentration and/or Elective Courses.....27 hours total

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 over 3000)

Concentration Area _____

Concentration Area Courses _____

Elective Courses: (18 hours with 3 hours above 3000)

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

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