

**4 – Year Transfer plan for the Associate of Applied Science in Paralegal Studies**

<http://www.lonestar.edu/paralegal-aas.htm>

**First Year - Freshman**

First Semester				Second Semester			
LSC	University	Course Name	Hrs	LSC	University	Course Name	Hrs
EDUC 1300 (1)		Learning Frameworks: 1 <sup>st</sup> Year Exp.	3	ACNT 1303 (2)		Introduction to Accounting I	3
BUSI 2301 (2)		Business Law	3	ENGL 1302	ENGL 1302	Composition and Rhetoric II	3
MATH 1332	MATH 1332	Mathematics for Liberal Arts	3	GOVT 2305	PSCI 2305	Federal Government	3
ENGL 1301	ENGL 1301	Composition and Rhetoric I	3	LGLA 1303	LGLA 1303 (3)	Legal Research	3
LGLA 1307	LGLA 1307 (3)	Introduction to Law/Legal Professions	3	Language, Phil & Culture	(Core 040)	Choose from LSC core curriculum	3
<b>Total</b>			<b>15</b>	<b>Total</b>			<b>15</b>

**Summer Session**

COSC 1301 (1)	COSC XXXX	Introduction to Computers	3				
<b>Total</b>			<b>3</b>	<b>Total</b>			

**Second Year – Sophomore**

First Semester				Second Semester			
LSC	University	Course Name	Hrs	LSC	University	Course Name	Hrs
LGLA 1219	LGLA 1219 (3)	Paralegal Ethics	2	LGLA 2305	LGLA 2305 (3)	Interviewing and Investigating	3
LGLA 1345	LGLA 1345 (3)	Civil Litigation	3	LGLA XXXX (4)	LGLA XXXX (3)	LGLA elective – options below	3
LGLA 2370	LGLA 2370 (3)	Rules of Civil Procedure	3	LGLA 2388 or LGLA XXXX (4)	LGLA 2388 or LGLA XXXX (3)	Internship-Paralegal/Legal Assistant or LGLA elective – options below	3
LGLA 2303	LGLA 2303 (3)	Torts and Personal Injury Law	3	SPCH 1315	SPCH 1315	Public Speaking	3
ITSW 1301	ITSW 1301 (3)	Introduction to Word Processing	3	LGLA 2331	LGLA 2331 (3)	Adv. Legal Research and Writing	3
				LGLA 1171	LGLA 1171 (3)	Preparing for Legal Employment	1
<b>Total</b>			<b>14</b>	<b>Total</b>			<b>16</b>

**Third Year – Junior (UHV or LSC — see note #5)**

First Semester				Second Semester			
LSC	University	Course Name	Hrs	LSC	University	Course Name	Hrs
	COMM 3325	Advanced Professional Speaking	3	Soc/Bhv Sci.	Soc/Bhv Science	Choose from UHV/LSC Core Curriculum	3
	ENGL 3430	Professional Writing	3		COMM 4314	Intercultural Communication	3
Life & Phys Sci	Natural Science	Choose from UHV/LSC Core	3	Life & Phys Sci	Natural Science	Choose from UHV/LSC Core Curriculum	3
HIST 1301	HIST 1301	United States History I	3	HIST 1302	HIST 1302	United States History II	3
GOVT 2306	PSCI 2306	Federal Government	3	Creative Arts	(Core 050)	Choose from UHV/LSC Core Curriculum	3
<b>Total</b>			<b>15</b>	<b>Total</b>			<b>15</b>

**Fourth Year - Senior**

First Semester				Second Semester			
LSC	University	Course Name	Hrs	LSC	University	Course Name	Hrs
	MGMT 3303 (6)	Principles of Marketing (3)	3		HUMA 4322	Ethics	3
	MKTG 3303 (6)	Principles of Management (3)	3		ELECTIVE (7)	Upper division course	3
	ELECTIVE (7)	Upper division course	3		ELECTIVE (7)	Upper division course	3
	Gen. Business (6)	IBUS, MGMT and/or MKTG (3)	3		ELECTIVE (7)	Upper division course	3
	Gen. Business (6)	IBUS, MGMT and/or MKTG (3)	3		Gen. Business (6)	IBUS, MGMT and/or MKTG (3)	3
<b>Total</b>			<b>15</b>	<b>Total</b>			<b>15</b>

**Notes/Comments:**

- EDUC 1300 is required for all First Time in College (FTIC) students at Lone Star College. If not FTIC, take COSC 1301 (less than 5 years old) to satisfy institutional requirement at UHV. Students who are FTIC are still required to complete COSC 1301.
- BUSI 2301 and ACNT 1303 are only required for completion of the AAS degree. UHV does not required these courses for completion of the BAAS.
- Students may be awarded credit at UHV for 24 to 44 vocational or technical credits earned within an Associate of Applied Arts and Sciences program at LSC.
- Select from LGLA 1317, 1323, 1341, 1343, 1349, 1351, 1353, 1355, 1359, 2309, 2311, 2313, 2315, 2323.
- Student may complete an additional 12 hrs. at LSC. The maximum credit hours permitted for transfer to UHV is 66. Students are strongly encouraged to consult with an advisor.
- Students must complete 15 hours of UD business courses from at least two of the following areas: International Business, Management, or Marketing. No more than 9 hours may be taken in any one area.
- Upper Division Free Electives may be selected from any UHV courses offered. The total of LD and UD coursework in any business discipline may not exceed 24 semester hours.

## Articulation Agreement Information – Standard and Program to Program (P2P)

### Transfer of Credit & Student Benefits

- Application fees will be waived for LSC students and employees
- LSC students and employees can apply for all applicable scholarship programs
- LSC students and employees admitted to UHV will be allowed access to academic advising services at UHV
- LSC Honors students admitted to UHV will receive:
  - Acceptance to UHV Honors College with a minimum GPA of 3.5 and satisfaction of other Honors College admission criteria such as letter of application to the Honors Program
  - UHV will accept a minimum of 12 hours of transfer Honors credits
  - Honors transfer students will be eligible for merit and need-based aid commensurate with qualifications.
- Reverse Transfer

### Optional Partnership

- Joint Admission provides students the opportunity to maximize utilization of facilities and programs offered jointly by LSC and UHV:
  - Student ID at LSC and UHV
  - Student computer/internet account, access to computer labs, access to libraries and access to student employment opportunities at LSC and UHV
  - Student access to sporting events at UHV
  - Free electronic transfer transcript transmission/evaluation
- Cooperative Advising allows students to access advisors at both institutions for students who are:
  - Admitted (either through regular or joint admissions) at UHV
  - All LSC students with an expressed interest in transferring to UHV
  - Advising for all degree programs at UHV

### **Standard Agreement & P2P Agreement**

**Associate of Applied Science in Paralegal Studies  
(Business and Professional Services AOS) to  
Bachelor of Applied Arts & Sciences with  
Concentration in General Business**

### Program Admission Requirements

- Student must have a cumulative 2.0 GPA;
- UHV will accept a "D" in courses taken at LSC, but student must ensure cumulative GPA is a 2.0 .
- If a student retakes a course, UHV will use the most recent grade attempted toward cumulative GPA calculation.
- Student with more than 9 hours of lower division business or business technology courses may not choose the General Business or Marketing concentrations.

### Program Specific Requirements

- Student is encouraged to complete an Associate of Applied Science degree at Lone Star College.
- The BAAS at UHV is a 120 credit hour degree program. UHV will accept 24-44 hours (varies by concentration) of the occupational/technical courses, regardless of the required number of credit hours of occupational/technical courses for completion of the AAS degree.
- Many of the BAAS concentrations are taught online and face-to-face at UHV-Katy Campus. For more information regarding the different concentrations, please visit [UHV's BAAS website](#).
- Contact Ms. Candace Boyd at 361-570-4113 or [boydcd@uhv.edu](mailto:boydcd@uhv.edu) for more information.