

## **PARALEGAL PROGRAM**

Minné Hall, Room 212, (507) 457-5400  
<http://www.winona.edu/history/index.htm>

### **Description/Objective:**

The purpose of the Paralegal Program is to enable students to develop professional skills in the law. The program is designed to meet the needs of students wishing to enter into a career that demands knowledge of and experience with legal systems and institutions. This includes careers working for law firms, government agencies, insurance companies, banking institutions, and nonprofit agencies. It also serves as an excellent preparation for law school.

The program is an interdisciplinary program within the College of Liberal Arts that develops skills in legal research, writing and investigation alongside a deeper understanding of the substance, politics and history of the law.

### **Career Opportunities:**

A paralegal major may work in the areas of court administration, arbitration-mediation services, claims adjustment, labor relations, personnel management, legislative research, insurance, banking and trust agencies, as well as assisting private or governmental attorneys.

NOTE: Graduates of the program may not provide legal services directly to the public except under the supervision of a practicing attorney or as provided by law.

### **High School Background:**

A well-rounded college preparatory program with a high school rank in the upper half and an ACT composite score of 21 is recommended.

### **Department Programs:**

B.S. Major: Paralegal: Option A – no minor required

### **Declaring a Paralegal Major:**

Complete the Declaration of Major form and submit it to the History/Paralegal Department Office, 212 Minné. Students are required to have substantially completed their University Studies requirements and Phase II requirements before they enroll in the Legal Specialty courses. They also must have the academic advisor's approval.

### **First-Year Sample Program:**

#### **Fall Semester**

English 111	Basic Skills	4 cr.
Sociology 150	Social Science	3 cr.
Biology 117	<u>or</u> any Natural Science ( <i>with lab—4 cr.</i> )	3 cr.
History 150	Humanities	3 cr.
University Studies	Group Requirement	3 cr.

#### **Spring Semester**

Psychology 210	Social Science	3 cr.
Biology 118	<u>or</u> any Natural Science	3 cr.
History 151	Humanities	3 cr.
CMST 191	Basic Skills	3 cr.
Political Science 120	Social Science	3 cr.