

# Paralegal/Legal Studies Articulation Agreement

between



ATLANTA  
TECHNICAL  
COLLEGE

and



Atlanta Technical College and Clayton State University are entering into this Articulation Agreement on May 25, 2017, in order to articulate the course offerings in their Paralegal Studies and Legal Studies programs, respectively. So that:

- Atlanta Technical College students who complete certain requirements as specified in this Articulation Agreement may gain admittance to Clayton State University, and
- Atlanta Technical College students who are admitted to Clayton State University pursuant to this Agreement may be assured that the courses specified in this Agreement will transfer to Clayton State University, and
- Atlanta Technical College students who are admitted to Clayton State University will be aware of what courses they must take in order to earn a Bachelor of Science in Legal Studies.

In establishing this Articulation Agreement between Atlanta Technical College and Clayton State University, the two parties agree as follows:

**Agreement in Principle:**

Both parties agree to extend their best efforts to ensure that the transition for A.A.S. graduates of the Paralegal Studies program at SACSCOC accredited TCSG technical college, Atlanta Technical College, to the ABA-approved B.S. in Legal Studies program at Clayton State University will be as smooth as possible for the students choosing to do so. This Paralegal/Legal Studies program articulation is designed to minimize loss of credit and course duplication. Both parties enter into this Articulation Agreement as cooperating, equal partners with the responsibility to maintain the integrity of their separate programs, to remain true to their institutional missions, and to maintain the spirit of this Articulation Agreement.

### **Agreement on Communication:**

Atlanta Technical College and Clayton State University agree to cooperate in communicating with each other and with their publics concerning the articulation relationship between the two institutions. Communications may include common publications and announcements concerning their affiliation and the specific joint programs. Announcements of this articulation, of changes in the relationship, and of new programs will have a coordinated release to the public from both institutions. The institutions will encourage the dissemination of information about programs in this agreement with interested and qualified students, with both institutions providing advising and counseling to prospective students.

### **Agreement on Accreditation:**

This Articulation Agreement is made contingent on both parties maintaining all applicable program and institution accreditations, including both SACSCOC accreditation and ABA approval or AAFPE institutional membership. In the event of a loss of accreditation by either party, the other party may terminate this Articulation Agreement upon written notice.

### **Agreement on Program Specifics:**

The Paralegal/Legal Studies program detail shall be attached to this document and made a part hereof. Program detail will indicate each of the following:

- The specific courses to be taken at Atlanta Technical College needed to complete the Associate of Applied Science in Paralegal Studies;
- The Atlanta Technical College/Clayton State University equivalence between courses that transfer pursuant to this agreement;
- The specific courses to be taken at Clayton State University to complete the ABA-approved Bachelor of Science in Legal Studies; and
- Other student performance criteria (e.g., course grades, overall GPA).

It is agreed by both parties that any Atlanta Technical College student who has successfully completed all requirements indicated in the program detail will, upon application, be accepted at Clayton State University and may transfer the credits referenced in that program detail toward the relevant program degree at Clayton State University.

### **Agreement on Maintenance and Review:**

At least one administrative or faculty member will be appointed from each participating institution to act as primary point of contact and agent for this Articulation Agreement, to speak for the institution and to communicate details and modifications to respective faculty, advisors and others with interest at the individual institutions.

In the event that either institution elects or is required to amend the Program Detail, each party agrees to make every effort to accommodate the needs of the other party such that the articulation may be preserved.

In the event that either institution makes changes to courses or curriculum, the other party will be informed in writing and given the opportunity to review the changes and amend the agreement in writing as needed in order to make certain that equivalent learning outcomes are being met.

Regular review of program sub-agreements, at intervals to be set by the two institutions, and in no case less frequently than every three years, will be required. Termination of the agreement may be invoked by either party with two years' written notice. Students who begin a program prior to termination will be given three additional years to complete the Atlanta Technical College portion and to be admitted to Clayton State University.

Both institutions agree to provide whatever data is needed by the other institution to support accreditation requirements.

The authorized representatives of each party signify their acceptance and approval of the terms of this Articulation Agreement by signing where indicated.

**Signatures:**

**Atlanta Technical College**




**Dr. Victoria Seals**  
**President, Atlanta Technical College**

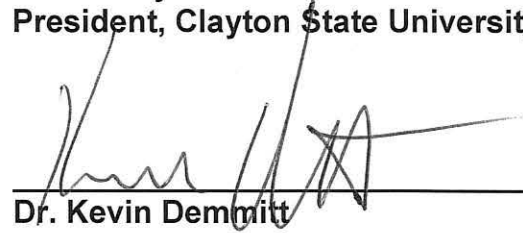


**Dr. Murray Williams**  
**Vice President for Academic Affairs**

**Clayton State University**



**Dr. Tim Hynes**  
**President, Clayton State University**



**Dr. Kevin Demmitt**  
**Provost & Vice President for Academic Affairs**

## Atlanta Technical College and Clayton State University Articulation Agreement

In red: Courses currently offered at Atlanta Technical College (ATC) which can be taken towards meeting requirements of this agreement

Clayton State University (CSU) transfer equivalents are shown on right of each ATC course.

\* Accepted coursework between USG and TCSG

Atlanta Technical College Equivalent		Clayton State University Requirement	
		<b>CSU Equivalent for B.S. in Legal Studies</b>	
		<b>LOWER DIVISION COURSE REQUIREMENTS</b>	
		<b>60</b>	
<i>Area A – Essential Skills</i>		<i>Area A – Essential Skills - 9 hours required</i>	
	<i>Cr. Hrs.</i>		<i>Cr. Hrs.</i>
<b>A1. Two Composition Courses</b>		<b>A1. Two Composition Courses</b>	
ENGL 1101* Composition and Rhetoric	3	ENGL 1101 Composition I	3
ENGL 1102* Literature and Composition	3	ENGL 1102 Composition II	3
<b>A2. One Mathematics Course From Among</b>		<b>A2. One Mathematics Course From Among</b>	
MATH 1101* Mathematical Modeling	3	MATH 1101 Mathematical Modeling	3
MATH 1111* College Algebra	3	MATH 1111 College Algebra	3
MATH 1112 College Trigonometry	3	MATH 1112 Trigonometry	3
MATH 1113* Pre-Calculus	3	MATH 1113 Pre-Calculus	3
<i>Area B – Critical Thinking and Communication</i>		<i>Area B – Critical Thinking and Communication</i>	
	<i>Cr. Hrs.</i>	<i>5 – 6 hours required</i>	<i>Cr. Hrs.</i>
<b>B1.</b>		<b>B1. One Critical Thinking Course</b>	
<b>B2. One or Two Foreign Language or Communication</b>		<b>B2. One or Two Foreign Language or Communication Course(s)</b>	
SPCH 1101* Public Speaking	3	COMM 1110 Spoken Communication	3
<i>Area C – Humanities - 6 hours</i>		<i>Area C – Humanities - 6 hours required</i>	
	<i>Cr. Hrs.</i>		<i>Cr. Hrs.</i>
<b>C1. One Literature, Philosophy, or Foreign Language</b>		<b>C1. One Literature, Philosophy, or Foreign Language Course</b>	
ENGL 2130 * American Literature	3	ENGL 2131 American Literature I	3
<b>C2. One Fine Arts or Intermediate foreign Course as Between</b>		<b>C2. One Fine Arts or Intermediate foreign Course from among</b>	
HUMN 1101* Intro to Humanities	3	HUMN 1000B Intro to Humanities	3
ARTS 1101* Art Appreciation	3	ARTS 1000B Art Appreciation	3
<i>Area D – Natural Sciences, Mathematics and Technology</i>		<i>Area D – Natural Sciences, Mathematics and Technology – 10-11 hours required</i>	
	<i>Cr. Hrs.</i>		<i>Cr. Hrs.</i>
<b>D1. Two Science Courses and One Lab</b>		<b>D1. Two Science Courses and One Lab</b>	
BIOL 1111/L* Biology I & Lab	3/1	BIOL 1111/L Introductory Biology I & Lab	3/1
<b>D2. One Science, Math or Technology Course</b>		<b>D2. Science, Math or Technology</b>	
MATH 1127* Introduction to Statistics	3	MATH 1231 Introductory Statistics	3
MATH 1112 College Trigonometry	3	MATH 1112 Trigonometry	3
MATH 1113* Pre-Calculus	3	MATH 1113 Pre-Calculus	3

<i>Area E – Social Sciences - 12 hours</i>	<i>Cr. Hrs.</i>	<i>Area E – Social Sciences 12 hours required</i>	<i>Cr. Hrs.</i>
<b>E1. One American Government Course</b>		<b>E1. One American Government Course</b>	
POLS 1101* American Government	3	POLS 1101 American Government	3
<b>E2. One World History Course from Among</b>		<b>E2. One World History Course from</b>	
HIST 1111* World History I	3	HIST 1111 Survey of Pre-Modern World History	3
HIST 1112* World History II	3	HIST 1112 Survey of Modern World History	3
<b>E3. One American History Course from Among</b>		<b>E3. One American History Course from Among</b>	
HIST 2111* US History I	3	HIST 2111 Survey of US History to 1877	3
HIST 2112* US History II	3	HIST 2112 Survey of US History since Reconstruction	3
<b>E4. One Behavioral Sciences Course from Among</b>		<b>E4. One Behavioral Sciences Course from Among</b>	
PSYC 1101* Introductory Psychology	3	PSYC 1101 Introduction to Psychology	3
SOCI 1101* Introduction to Sociology	3	SOCI 1101 Introduction to Sociology	3
<i>Area F – Major Specific Electives</i>	<i>Cr. Hrs.</i>	<i>Area F – Major Specific Electives – 18 hours required</i>	<i>Cr. Hrs.</i>
<b>F1. PARA 1101 Introduction to Law and Ethics</b>	3	<b>F1. PARA 1101 Introduction to Law &amp; Ethics</b>	3
<b>F2. PARA 1130 Civil Litigation</b>	3	<b>F2. PARA 2203 Civil Litigation</b>	3
<b>F3. PARA 1105 &amp; PARA 1110 - Legal Research &amp; Legal Writing I &amp; II</b>	6	<b>F3. PARA 2205 Legal Research &amp; Writing</b>	3
<b>F4. PARA 1150 Contracts, Commercial Law and Business Organizations</b>	3	<b>F4. PARA 2209 Business Organizations</b>	3
<b>F5.</b>		<b>F5. PARA 2211 Computers in the Law</b>	3
<b>F6. PARA 1145 Law Office Management</b>	3	<b>F6. PARA 2235 Law Office Skills</b>	3
		<b>UPPER DIVISION COURSE REQUIREMENTS</b>	<b>60</b>
<i>Lower Division Major Electives</i>		<i>Lower Division Major Electives – 12 hours required</i>	
<b>Four Courses from Among</b>			
PARA 1125 Criminal Law & Criminal Procedure	3	PARA 2207 Criminal Litigation	3
PARA 1120 Real Estate Law	3	PARA 2213 Real Estate Law	3
PARA 1200 Bankruptcy/Debtor-Creditor Relations	3	PARA 2221 Bankruptcy/Debtor-Creditor Relations	3
PARA 1135 Wills, Trusts, Probate and Administration	3	PARA 2223 Wills, Trusts and Probate Law	3
PARA 1115 Family Law	3	PARA 2225 Family Law	3
PARA 1210 Legal and Policy Issues in Healthcare	3	PARA 2227 Health Care Law	3
PARA 1215 Administrative Law	3	PARA 2231 Administrative Law	3
		<i>Upper Division Major Requirements – 21 hours required</i>	
		<i>Upper Division Related Electives – 27 hours required</i>	
<b>Total Possible Hours Transferable=64 hours</b>		<b>Total Hours for Degree=120 hours</b>	
		<b>MINIMUM 2.0 GPA IS REQUIRED TO EARN DEGREE</b>	

**Notes:**

- The total of 120 hours required for CSU's B.S., Legal Studies degree consists of 60 lower division course hours and 60 upper division course hours (see attached CSU curriculum worksheet).
- Of the total 64 possible hours transferable from ATC, 48 are currently a part of ATC's A.A.S. curriculum (see attached ATC advisement sheet). CSU will award credit for the remainder of the courses if a student has completed them successfully at ATC.
- Of the courses listed on the attached ATC advisement sheet, the following classes will NOT be accepted for transfer credit for the B.S. at CSU:
  - ECON 1101-Principles of Economics
  - COMP 1000-Intro to Computers
  - PARA 1140-Tort Law
  - PARA 1205-Constitutional Law
  - PARA 2210-Paralegal Internship I, and
  - PARA 2215-Paralegal Internship II.
- For transfer credit, all paralegal studies courses require a C or better.
- At least ten credit hours or equivalent of legal specialty courses must be taken through traditional classroom instruction at ATC and CSU; and,
- Transfer students must comply with CSU residency requirements as contained in the CSU catalog.