ADMINISTRATION OF JUSTICE

LONG BEACH CITY COLLEGE

Curriculum Guide for Academic Year 2009-2010 Certificate of Achievement and/or Associate in Arts and/or Certificate of Accomplishment

ALL INFORMATION CONTAINED HEREIN IS SUBJECT TO CHANGE WITHOUT NOTICE.

For possible updates to this guide please refer to the following website: http://osca.lbcc.edu

CAREER OPPORTUNITIES

Students are prepared for entry-level employment in the criminal justice system. Technical education courses prepare students in the concepts and methodologies of the disciplines. This program also provides partial lower division preparation for the baccalaureate degree in this field.

This <u>Certificate of Achievement</u> will prepare students for an entry-level position in a variety of entry level employment opportunities within the criminal justice system such as Law Enforcement, Corrections, and the Courts.

This <u>Associate Degree</u> will prepare students for career advancements in Law Enforcement, Corrections, and the Courts. Appropriate course selection will also facilitate transfer in a related major.

DEPARTMENTAL ADMISSION REQUIREMENTS

None. For more departmental information call (562) 938-4399.

FOR ASSOCIATE IN ARTS DEGREE:

			In	Completed
REQUIRED CORE COURSES		UNITS	Progress	Grade
ADJUS 2	Intro. to Administration of Justice (F, SP)	3		
ADJUS 3	Intro. to Criminal Procedures (F, SP)	3		
ADJUS 4	Criminal Law (F, SP)	3		
ADJUS 5	Community and Human Relations (F, SP)	3		
ADJUS 6	Intro. to Evidence (F, SP)	3		
ADJUS 8	Introduction to Investigation (F, SP)	3		
Subtotal units		18		
IN ADDITION, select SIX (6) units from the following:	_		
ADJUS 10	Writing for Criminal Justice (F, SP)	3		
ADJUS 12	Crime and Delinquency (F, SP)	3		
ADJUS 14	Juvenile Law and Procedure (F, SP)	3		
ADJUS 16	Vice, Narcotics and Organized Crime (F, SP)	3		
ADJUS 17	Computer Use in Criminal Justice (F, SP)	3		
ADJUS 18	Police Field Operations (F, SP)	3		
ADJUS 19	Fingerprint Classification & Identification (F, SP)	3		
ADJUS 20	Introduction to Corrections (F, SP)	3		
ADJUS 40	Street Gangs and Law Enforcement (F, SP)	3		
ADJUS 45	Drug Abuse and Law Enforcement (F, SP)	3		
ADJUS 61AD	Defensive Tactics (F, SP)	1		
ADJUS 62AB	Firearms (F, SP)	1		
ADJUS 200	Constitutional Law for Criminal Law	3		
ADJUS 253	Understanding Domestic Violence (F, SP)	3		
ADJUS 255	Introduction to Forensics (F, SP)	3		
ADJUS 269	Pre-Employment Prep for Law Enforcement (F, SP)	3		
ADJUS 271AD or	Work Experience – Adm. Of Justice (F, SP)	2:2 or		
272AD or 273AD		3:3 or 4:4		
PUBAD 1	Intro. to Public Administration (F, SP)	3		
PUBAD 4	Fundamentals of Supervision (SP)	3		
Subtotal units		6		
TOTAL UNITS		24		

ADMINISTRATION OF JUSTICE

		FOR CERTIFICATE OF ACHIEVEME	NT:		
REC	QUIRED CORE COUR	SES	UNITS	In Progress	Completed Grade
	ADJUS 2	Intro. to Administration of Justice (F, SP)	3		
	ADJUS 3	Intro. to Criminal Procedures (F, SP)	3		
	ADJUS 4	Criminal Law (F, SP)	3		
	ADJUS 5	Community and Human Relations	3		
	ADJUS 6	Introduction to Evidence (F, SP)	3		
Sub	total units		15		
Sele	ect NINE (9) units fror	n the following:			
†	ENGL 1	Reading & Composition (F, SP, S)	4		
†	ENGL 105	Fundamentals of Writing	4		
	POLSC 1	Intro. to Government	3		
	PSYCH 1	Intro. to Psychology	3		
	SOCIO 1	Intro. to Sociology	3		
	SP 10	Elements of Public Speaking (F, SP, S)	3		
	SP 30	Elements of Group Discussion (F, SP, S)	3		
	Subtotal units		9		

ALSO complete SIX (6) units from any Foreign Language, Computer & Business Information Systems, or other Administration of Justice courses.

6 30

Subtotal units

TOTAL UNITS (for Certificate of Achievement)

Note: Any 300 or 400 band course in Administration of Justice or Public Administration can be applied as an elective to a degree or certificate.

LEGEND

[†] This course has a prerequisite; prerequisite courses must be completed with at least a "C" or "P" grade (see catalog or schedule of classes).

(SP = Spring) (S = Summer) (F = Fall) (INF = Infrequently) = Represents general frequency of course offering

GRADUATION REQUIREMENTS

For **CERTIFICATE OF ACHIEVEMENT**:

The Certificate of Achievement is a one- to two-year program in occupational/technical areas at Long Beach City College which provides training in job skills and employment opportunities. Complete the required units listed above with a minimum grade of "C" in each course. Fifty percent (50%) or more of the unit requirements for this field of concentration must be completed in residence (credit earned by exam, where applicable, may be included).

For ASSOCIATE IN ARTS DEGREE:

NOTE: Effective Fall 2009, Title 5, section 55063 (a) (2) requires that students must complete each course counted toward the major or area of emphasis with a grade of "C" or better or "P" if the course is taken on a "Pass/No Pass" basis.

The Associate Degree is a two-year college degree awarded by Long Beach City College that includes general education courses and a major. Complete the A. A. degree requirements specified for the Associate Degree with a cumulative grade point average of 2.0 ("C") or better. <u>The requirements for general education/proficiency and the field of concentration need to be from the same catalog year</u>. This catalog year may be any year between the year of initial enrollment to the present, provided continuous enrollment is maintained throughout (see the catalog for definition of "continuous enrollment"). Fifty per cent (50%) or more of the unit requirements for this field of concentration must be completed in residence (credit earned by exam, where applicable, may be included).

In general, "double-counting" is not allowed. That is, one course may not be used to fulfill both a field of concentration requirement and to fulfill a general education requirement.

NOTE: To receive a certificate or degree you must submit completed application forms in the Admissions and Records Office during your final semester of course work.

SUGGESTED SEQUENCE OF COURSES

This is not an educational plan, as course offerings, student schedules, and circumstances vary. Students must meet all the prerequisites in order to be eligible for the sequence of courses.

A suggested full-time sample sequence of courses for the required 60 units to reach an Associate Degree includes:

First Semester		Second Semester	
English course	3 units	ADJUS 3	3 units
ADJUS 2	3	ADJUS 8	3
ADJUS 5	3	G.E. Course	3-5
G.E. Course	3-5	G.E. Course	3-5
G.E. Course	3-5		
Semester Total	15-19 Units	Semester Total	12-16 Units
Third Semester		Fourth Semester	
Third Semester ADJUS 4	3 units	Fourth Semester ADJUS 6	3 units
	3 units 3		3 units 3
ADJUS 4	• • • • • • • • • • • • • • • • • • • •	ADJUS 6	
ADJUS 4 ADJUS elective	3	ADJUS 6 ADJUS elective	3

	FOR CERTIFICATE OF ACCOMPLISHM	ENT:	J		
FOR OFFICE USE ONLY: 4019 Name of Certificate: CRIMINAL FORENSICS					
REQUIRED COURSE		UNITS	In Progress	Completed Grade	
ADJUS 6	Intro to Evidence (F, SP)	3			
ADJUS 8	Intro to Investigations (F, SP)	3			
ADJUS 19	Fingerprint Classification & Identification (SP)	3			
ADJUS 255	Intro to Forensics (F, SP)	3			
Subtotal Units		12			
In Addition, select o	ne of the following:				
ADJUS 3	Criminal Procedures (F, SP)	3			
OR	OR	OR			
ADJUS 4	Criminal Law (F, SP)	3			
OR	OR	OR			
ADJUS 10	Writing for Criminal Justice (F, SP)	3			
OR	OR	OR			
ADJUS 17	Computer Usage in Criminal Justice (F, SP)	3			
Subtotal Units		3			
TOTAL UNITS		15			

LEGEND

(SP = Spring) (S = Summer) (F = Fall) (INF = Infrequently) = Represents general frequency of course offering

CERTIFICATE OF ACCOMPLISHMENT REQUIREMENTS

For **CERTIFICATE OF ACCOMPLISHMENT**:

The Certificate of Accomplishment certifies a competency in a given area and requires less than 18 units. Complete the required units with a minimum grade point average of 3.0 ("B" average). Fifty per cent (50%) Or more of the unit requirements for this field of concentration must be completed in residence. Submit completed application for the certificate in the Admissions and Records Office during the final semester of coursework.

Students interested in transferring to a university to continue their study in this field of concentration or other majors are strongly advised to consult an LBCC academic counselor and refer to the ASSIST website (<u>www.assist.org</u>) for major preparation information. Counselors can clarify the different major and admissions requirements at a university. Students may visit the Student Success/Transfer Services Center to access further educational resources. If you need to set up an appointment to see a counselor or schedule the SOAR Test, call LAC (562)938-4561 or PCC (562)938-3920.