

# ADMINISTRATION OF JUSTICE

## Curriculum Guide for Academic Year 2011-2012

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Students planning to **transfer** to a four-year college or university should refer to the ASSIST web site at [www.assist.org](http://www.assist.org) and **consult a counselor** before beginning a program of study. To meet with a counselor call 562-938-4561 for the LAC, or (562) 938-3920 for PCC. Students may also wish to visit the Transfer Center on either campus.

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

**A.A. requirements continue on following page.**

**A.A. requirements continued from previous page.**

For graduation with an **Associate in Arts (A.A.) Degree with a major in Administration of Justice:**

1. **Units:** Complete a minimum of 60 units, distributed as follows:

<b>Administration of Justice Major:</b>	24 units
<b>General Education/A.A.</b>	25 units
<b><u>Electives/Other courses:</u></b>	11 units
<b>TOTAL:</b>	60 units

2. **Scholarship:** Maintain an **overall grade point average (GPA) of 2.0** ("C" average) based on all accredited college work applied to the degree, no matter where completed. For this **field of concentration, complete each course above with a grade of "C" or better**, or "P" if course is graded on a P/NP basis.
3. **Residence for the Degree:** Complete at least 30 units of the required 60 in residence at LBCC, or complete in residence at LBCC at least 20 units within the last 30 units of work applied to the degree.
4. **Residence for the Field of Concentration:** Complete fifty percent (50%) or more of the unit requirements for this field of concentration in residence; this means at **least 12 units** of the required 24 must be **completed at Long Beach City College**. Credit earned by exam, where applicable, may be included.
5. **General Education and Proficiency Requirements:** Complete the required A.A./A.S. General Education and Proficiency requirements\*, otherwise known as "Plan A". For Plan A requirements, refer to the general catalog or view it online at <http://osca.lbcc.edu> .
6. Complete and submit the degree application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/> . Refer to the Schedule of Classes (<http://schedule.lbcc.edu>) and click the "Important Dates" link to view the actual deadline for each semester.

\*The requirements for general education/proficiency and the field of concentration (major) need to be from the same catalog year. 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".

Unless otherwise noted, "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.

**Program of study leading to:  
Certificate of Achievement**

<b><u>REQUIRED COURSES</u></b>		<b>UNITS</b>	<b>In Progress</b>	<b>Completed Grade</b>
ADJUS 2	Intro. to Administration of Justice	3		
ADJUS 3	Intro. to Criminal Procedures	3		
ADJUS 4	Criminal Law	3		
ADJUS 5	Community and Human Relations	3		
ADJUS 6	Intro. to Evidence	3		
	<b>Subtotal Units</b>	<b>15</b>		

**IN ADDITION, complete NINE (9) units from the following courses:**

ENGL 1	Reading & Composition	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	3		
SP 30	Elements of Group Discussion	3		
	<b>Subtotal Units</b>	<b>9</b>		

**Certificate of Achievement requirements continue on following page.**

**Certificate of Achievement requirements continued from previous page.**

**IN ADDITION, complete SIX (6) units from the following courses:**

Foreign Language		
Computer & Business Information Systems (CBIS)		
Other Administration of Justice Courses (ADJUS)		
<b>Subtotal Units</b>	<b>6</b>	
<b>TOTAL UNITS</b>	<b>30</b>	

For graduation with a **Administration of Justice Certificate of Achievement:**

1. Complete each of the **REQUIRED COURSES** listed above with a **minimum grade of "C"**.
2. Complete fifty percent (50%) or more of the unit requirements for this field of concentration in residence; this means at **least 12 units** of the required 24 must be **completed at Long Beach City College**. Credit earned by exam, where applicable, may be included.
3. Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/>. Refer to the Schedule of Classes (<http://schedule.lbcc.edu/>) and click the "Important Dates" link to view the actual deadline for each semester.

**Suggested Sequence of Classes**

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 sample sequence of courses for the program includes:

<u>First Semester</u>	<u>Units</u>	<u>Second Semester</u>	<u>Units</u>
English Course	3	ADJUS 3	3
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		
<b>Semester Total</b>	<b>15-19</b>	<b>Semester Total</b>	<b>12-16</b>
<u>Third Semester</u>		<u>Fourth Semester</u>	
ADJUS 4	3	ADJUS 6	3
ADJUS Elective	3	ADJUS Elective	3
Math Course	3	G.E. Course	3-5
G.E. Courses	6-10	G.E. Course	6-5
<b>Semester Total</b>	<b>15-19</b>	<b>Semester Total</b>	<b>12-16</b>

**Programs of study leading to:  
Certificate of Accomplishment**

**Certificate: CRIMINAL FORENSICS 4019**

<u>REQUIRED COURSES</u>		<u>UNITS</u>	<u>In Progress</u>	<u>Completed Grade</u>
ADJUS 6	Introduction to Evidence	3		
ADJUS 8	Introduction to Investigation	3		
ADJUS 19	Fingerprint Classification & Identification	3		
ADJUS 22	Introduction to Forensics	3		
	<b>Subtotal Units</b>	<b>12</b>		
<b><u>IN ADDITION, complete ONE (1) of the following courses:</u></b>				
ADJUS 3	Criminal Procedures	3		
ADJUS 4	Criminal law	3		
ADJUS 10	Writing for Criminal Justice	3		
ADJUS 17	Computer Usage in Criminal Justice	3		
	<b>Subtotal Units</b>	<b>3</b>		
	<b>TOTAL UNITS</b>	<b>15</b>		

**Certificates of Accomplishment requirements continue on the following page:**

Certificates of Accomplishment requirements continued from the previous page:

**Certificate: PUBLIC SERVICE – Transportation Security Administration Associate** **????**

<u>REQUIRED COURSES</u>		UNITS	In Progress	Completed Grade
HSA 401	Introduction to Homeland Security Administration	3		
HSA 402	Intelligence Analysis & Security Mgmt	3		
HSA 403	Transportation and Border Security	3		
<b>Subtotal Units</b>		<b>9</b>		

For graduation with a **Certificate of Accomplishment**:

1. Complete each of the selected certificate’s **REQUIRED COURSES** listed above with a **minimum grade of “C”**.
2. Fifty percent (50%) or more of the unit requirements for the certificate must be completed in residence; this means that at **least 8 units** of the required 15 units must be **completed at LBCC**. Credit earned by exam, where applicable, may be included).
3. Complete and submit the certificate application form to the Admissions and Records office during your final semester of course work. These forms are available in the Admissions and Records office, or online at <http://admissions.lbcc.edu/>.

### Career Opportunities

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

This **Certificate of Achievement** 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 **Associate Degree** will prepare students for career advancements in Law Enforcement, Corrections, and the Courts. Appropriate course selection will also facilitate transfer in a related major.

### Program Mission and Outcomes

Prepare students for careers in the criminal justice field and enhance skills for those who are currently employed in that area.

Outcomes:

- Explore the history, development, structure and functions of the American criminal justice system.
- Apply criminological/criminal justice theories, principles, and concepts to address real-life situations in the field.
- Recognize the importance and practice of legal and ethical behavior in a professional criminal justice work setting.
- Analyze, interpret, and evaluate criminological/criminal justice theories, policies, practices and procedures to develop strategies to control and prevent crime.

### Legend

# This course has a prerequisite. Prerequisite courses must be complete with at least a “C” or “P” grade. Refer to the General Catalog (<http://www.lbcc.edu/cat/index.html>), the Schedule of Classes (<http://schedule.lbcc.edu/>), or the online Credit Course Outline (<http://wdb-asir.lbcc.edu/coursecurriculum/course/details/>) for specific prerequisite information.