

CLOVIS COMMUNITY COLLEGE (2025-2026)
ASSOCIATE OF APPLIED SCIENCE IN LEGAL ASSISTANT STUDIES
ENMU-PORTALES (2025-2027)
BACHELOR OF APPLIED ARTS AND SCIENCE IN CRIMINAL JUSTICE/SOCIOLOGY

Associate of Applied Science in Legal Assistant Studies at CCC (Minimum Credit Hours 62)								
Subject	No.	Title	Hours	Subject	No.	Title	Hours	
ACCT	2110	* Principles of Accounting I	4	LEST	105	^ Legal Writing, Term & Research I	3	
BCIS	1110	Fundamentals of Info Literacy & Systems	3	LEST	106	^ Legal Writing, Term & Research II	3	
POLS	1120	American National Government	3	LEST	123	Litigation	3	
CJUS	1110	Introduction to Criminal Justice	3	LEST	220	Family Law	3	
CJUS	1120	Criminal Law	3	LEST	227	Law Office Practice & Procedures	3	
CJUS	2120	Criminal Courts & Procedure	3	Electives - Select 3: CJUS 2215, LEST 107, 108, 221, 228, 229, 268,			6	
LEST	102	Introduction to Legal Assistant Studies	3	281 -OR- 293. See BAAS requirements below.				
LEST	104	Torts, Practice & Procedure	3	PHED	Physical Education Activity		1	
^ <i>Courses require prerequisites.</i>								
Courses That Can Be Completed at Either Institution								
				Subject	No.	Title	Hours	
These required courses may be completed at either Clovis CommunityCollege (recommended) or at ENMU-Portales. A grade of C or better is necessary for these courses.				Students must complete the General Education requirement (31-33 hours per New Mexico State Code) for award of any bachelor degree in New Mexico. Recommend that students complete AA/AS GenEd requirements at CCC.				
The ENMU Criminal Justice faculty strongly recommends that students take the following courses at CCC to meet ENMU BAAS requirements.				CJUS	1110	Intro to Criminal Justice (Req'd for BAAS)	3	
				SOCI	** 1110	Intro to Sociology (Req'd for BAAS)	3	
** <i>May be used to satisfy a General Education Requirement.</i>								
Bachelor of Applied Arts and Science in Criminal Justice/Sociology at ENMU-Portales								
Subject	No.	Title	Hours	Subject	No.	Title	Hours	
CJUS	301	Criminal Law and the Courts	3	SOCI	311/324	Collective Behavior -OR- Social Psychology	3	
CJUS	*** 310	Comparative Criminal Justice	3	SOCI	431	Deviant Behavior	3	
CJUS	312	Criminology	3	SOCI	Any SOCI course not previously taken			3
Choose one: CJUS 2150 Corrections Systems -OR- CJUS 432 Police and Society -OR- CJUS 457			3	(recommend Upper-Division 3xx/4xx course)				
SOCI	303	Social Stratification	3	*	*	Electives to meet BAAS requirements	Var.	
*** <i>May be used to satisfy the Diversity/Global Upper-Division Requirement.</i>								
Minimum GPA Requirement			2.0	CCC AAS in Legal Assistant Studies			62	
Minimum hours of Upper-Division Courses for BAAS Degree			min. 18 *	New Mexico General Education requirements			31-32 *	
Minimum hours taken from ENMU-Portales (final 30 of 60)			30 *	ENMU-Portales BAAS in Criminal Justice/Sociology			Var.	
Minimum hours for BAAS (Transferred + ENMU-Portales)			120 *	Electives if needed to meet Degree requirements			Var.	
* BAAS Degree Requirements								
Total: Minimum 120 Hours								