

## Online Education Plan for Obtaining A Certificate in Administration of Justice

### ADMINISTRATION OF JUSTICE CERTIFICATE

The Administration of Justice certificate is designed to prepare students for entry-level positions in a wide range of law enforcement services, including the courts, corrections, law enforcement, and private security. Students working for certificates must have a basic knowledge of arithmetic, reading and writing in order to learn and work in the occupations they select.

Completing the courses (or their alternatives) as indicated below will enable the student to obtain a certificate in Administration of Justice:



1.  ADJUS 101 (Introduction to Administration of Justice) (3 units)
2.  ADJUS 102 (Principles and Procedures of the Justice System)(3 units)
3.  ADJUS 103 (Concepts of Criminal Law) (3 units)
4.  ADJUS 104 (Legal Aspects of Evidence) (3 units)
5.  ADJUS 105 (Community Relations) (3 units)
6.  Two elective courses from the following list:
  - ADJUS 106 (Principles of Investigation) (3 units)
  - ADJUS 107 (Concepts of Enforcement Services) (3 units)
  - ADJUS 108 (Juvenile Procedures) (3 units)

*NOTE: The following on-campus courses are also alternatives to ADJUS 106, 107 or 108 as a choice of an elective:*

- *CORRECT 101 (Introduction to Corrections)(3 units)*
- *CORRECT 102 (Correctional Interviewing and Counseling) (3 units)*
- *CORRECT 104 (Control and Supervision in Corrections) (3 units)*
- *CORRECT 105 (Legal Aspects of Corrections) (3 units)*

TOTAL UNITS: 21 semester units

The following online courses are not required for the Administration of Justice certificate, but are recommended for those seeking employment/advancement in the field:

1.  ENGL 101 (4 units)
2.  HIST 101 (3 units)
3.  POLIT 100 (3 units)
4.  PSYCH 100 (3 units)
5.  SPEECH 100 (3 units)