

## Certificate: Administration of Justice

406

**AREA:** Administration of Justice

**DEGREE:** Certificate

**LENGTH:** Two semesters (one-year) program

**PURPOSE:** This certificate program incorporates a broad scope of classes which focus on the criminal justice system as a whole and includes pertinent general education classes. The Administration of Justice certificate program opens multiple career paths in the criminal justice field. The program also offers further in-service training for sworn officers or others currently working in the criminal justice system who wish to enhance their job performance or seek promotion in their current jobs.

**OCCUPATIONAL OBJECTIVES:** Students completing The Administration of Justice certificate program will be better prepared to obtain entry-level employment in a variety of criminal justice jobs including policing, security, corrections, prevention and aftercare, and courts.

**TRANSFER GUIDELINES:** Students completing this program may choose to transfer to another community college to complete an Associate's degree or transfer to a four-year college for a Bachelor's degree, having taken core general education classes and electives in Administration of Justice.

| Course #               | Title                                      | Credits   |
|------------------------|--|-----------|
| <b>First Semester</b>  |  |           |
| SDV 100                | College Success Skills                     | 1         |
| ENG 111                | College Composition I                      | 3         |
|                        | Social Science Elective <sup>1</sup>       | 3         |
| ADJ                    | ADJ Elective <sup>2</sup>                  | 3         |
| ADJ 107                | Survey of Criminology                      | 3         |
| ITE                    | Information Literacy Elective <sup>1</sup> | 3         |
|                        | <b>Total</b>                               | <b>16</b> |
| <b>Second Semester</b> |  |           |
| ADJ 100                | Survey of Criminal Justice System          | 3         |
| ADJ 105                | Juvenile Justice System                    | 3         |
| ADJ 140                | Introduction to Corrections                | 3         |
| ADJ                    | ADJ Elective <sup>2</sup>                  | 3         |
| CST 100                | Principles of Public Speaking              | 3         |
|                        | <b>Total</b>                               | <b>15</b> |
|                        | <b>Program Total</b>                       | <b>31</b> |

<sup>1</sup>Students should choose SOC 200 or PSY 200.

<sup>2</sup>Student should choose from the following electives: ADJ 164, ADJ 171, ADJ 172, ADJ 228, ADJ 232, SOC 268, PSY 215, 255 or 270.