

## **Certificate of Achievement in Administration of Justice**

The Administration of Justice program prepares students for entry-level positions in criminal justice and for transfer to the California State Universities. There are three components in administration of justice – law enforcement, the court system, and corrections. Law enforcement is the gateway function and includes police, sheriffs, and federal law enforcement agencies. The court system is responsible for adjudicating crimes as presented by the prosecutor. The courtroom work group includes the judge, the attorneys, bailiffs, court clerks and court reporters. Corrections which comprise incarceration and community-based corrections, include custody officers, probation and parole officers, program counselors, and other rehabilitative services.

The Administration of Justice department at Los Medanos College offers an Associate of Science for Transfer Degree which can be completed in 2 to 3 years by a full-time student. The Certificate of Achievement in Administration of Justice includes the core curriculum of the Associate of Science Degree and may be completed by a full-time student in two semesters. The Certificates of Achievement in Criminal Investigations and in Criminal Law may be completed in two semesters each by a full-time student.

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<b>Required Courses:</b>		<b>Units</b>
ADJUS – 110	Introduction to Criminal Justice	3
ADJUS – 120	Concepts of Criminal Law	3
ADJUS – 122	Criminal Trial Process	3
ADJUS – 140	Criminal Investigation	3
ADJUS – 160	Community & Justice System	3
ADJUS – 220	Juvenile Procedure	3
<b>Total units for the major:</b>		<b><u>18</u></b>