

Administration of Justice - Certificate of Achievement

+If you have completed coursework at another college and/or are starting in a semester other than a Fall term, please follow up with the Counseling Department to determine if this sequence is appropriate for your academic and career goals.

Program Description: The Administration of Justice program focuses on the study of law enforcement in the United States with the primary emphasis on California law, procedures, and evidence. The student gains an insight into the history of law enforcement, the evolution of law, both Constitutional and statutory, investigative techniques, report writing, evidence, and criminal procedure. Upon successful completion of the Administration of Justice degree program, the student will have a general, but very practical knowledge of modern law enforcement in the United States and an in-depth knowledge of California criminal laws and techniques. Target occupations typical to this major include Police Officer, Deputy Sheriff, Highway Patrol Officer, Correctional Officer, FBI Agent, DEA Agent, Secret Service Agent, Customs Officer, Border Patrol Officer, Evidence Technician, Security Officer, Loss Prevention Officer, and Private Investigator. **Note:** Most law enforcement agencies have extensive testing procedures prior to hiring including written, oral, and psychological tests and require the applicant to complete additional rigorous academy training prior to being hired. Most federal agencies require a bachelor's degree prior to appointment. Security officers employed in the state of California must take additional courses and pass state approved examinations in order to meet state mandates.

Program SLO: Demonstrate proficiency in the core skills and knowledge for academic training in the Police Academy.

Important Information: For students interested in earning an Associate's degree and/or transfer, please follow up with the Counseling Office for additional information @ <https://www.canyons.edu/counseling> or (661)362-3288/(661)362-3811.

Major courses are sequenced and BOLDED based on recommendations by the [Department of Administration of Justice](#).

First Semester (3-12 units minimum) FA = Fall; WI = Winter; SP = Spring; SU = Summer

Course	Title	Units	Major Courses
ADMJUS 101	Introduction to Administration of Justice (FA, SP, SU)	3	Major
ADMJUS 110	Principles and Procedures of Justice System (FA, SP)	3	Major
ADMJUS 125	Criminal Law I (FA, SP, SU)	3	Major
Group 1 Department Recommends ADMJUS 180	Choose one course from Group 1 - see table below. Department Recommends Dangerous Drugs & Narcotics (FA, SP)	3	Major
Term Total:		12	

Interession I (13-15 units minimum)

Course	Title	Units	Major Courses
Group 1 Department Recommends ADMJUS 185 or another	Choose one course from Group 1 - see table below. Department Recommends Police - Community Relations (SP, SU)	3	Major
Term Total:		3	

Second Semester (16-24 units minimum)

Course	Title	Units	Major Courses
ADMJUS 126	Substantive Criminal Law (FA, SP)	3	Major
ADMJUS 120 OR ADMJUS 135	Introduction to Corrections (FA, SP) Criminal Evidence (FA, SP)	3	Major
ADMJUS 130	Report Writing for Law Enforcement (FA, SP)	3	Major
Term Total:		9	

Total Units: 24

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Group 1: Plus 6 units from the following:

ADMJUS 150	Police Field Operations (FA, SP, SU)	3
ADMJUS 155	Criminal Investigation (FA, SP, SU)	3
ADMJUS 175	Organized Crime, Gangs, & Vice (FA, SP)	3
ADMJUS 180	Dangerous Drugs & Narcotics (FA, SP)	3
ADMJUS 185	Police – Community Relations (SP, SU)	3
ADMJUS 195	Introduction to Terrorism and Counterterrorism for Public Safety Professionals	3

Counseling Resources

Department of Administration of Justice <https://www.canyons.edu/academics/justice/index.php>

Counseling Department: <https://www.canyons.edu/student-services/counseling/index.php>

Community Volunteer: www.LAPDOnline.org (LAPD Community Outreach and Development Division)

Petition for Certificate of Achievement: Petitions are due in the fall/spring/summer term you will complete the requirements and may be submitted before your last term or up until the final day of the term. The petition form must be reviewed with a counselor and may be found here:

https://www.canyons.edu/resources/documents/student-services/admissions/Petition_for_Associate_Degree_and_Certificate_of_Achievement.pdf

Career Resources

Administration of Justice Career Tree: <https://www.canyons.edu/academics/justice/career-tree/index.php>

Employment Information: <https://www.canyons.edu/academics/justice/information/helpful-links.php>

Professional Associations: <https://www.canyons.edu/academics/justice/information/helpful-links.php>

California Career Zone: <https://www.cacareerzone.org/>

O*Net Online: <https://www.onetonline.org/>

Bureau of Labor and Statistics: www.bls.gov