



ADMINISTRATION OF JUSTICE

San Jacinto Campus


(951) 487-MSJC (6752)
1-800-624-5561
Ricardo Martinez (951) 487-3505
rmartinez@msjc.edu

Menifee Valley Campus

(951) 672-MSJC (6752)
1-800-452-3335
William Farrar (951) 639-5505
wfarrar@msjc.edu

Degree(s)

Transfer:

 A.S.-T in Administration of Justice for Transfer
32473 AS.AJ.OPTBAST and 32473 AS.AJ.OPTCAST
(using General Education Requirements Option B or C)

See also:

A.A. Liberal Arts - Social & Behavioral Science Emphasis

Non-Transfer:

A.S. in Administration of Justice^{4426 AS-AJ}
(with General Education Requirements Option A)

Certificate(s)

Certificate in Administration of Justice^{22143 CTAJ}

Employment Concentration Certificate(s)

Computer Forensics^{9999 ECC.AJ.CF}

Corrections^{9999 ECC.AJ.CORR}

Private Security and Loss Prevention^{9999 ECC.AJ.PS&LP}

PROGRAM DESCRIPTION

The scope of the program in administration of justice and corrections is designed to prepare the student for entry into careers in the criminal justice system. The program provides the student with a basic understanding of a variety of criminal justice positions at the federal, state, county and municipal level. The course of study involves an introduction to law enforcement and criminal justice, criminal law and evidence, juvenile and criminal procedures, public safety report writing, traffic investigation and control, community relations, criminal investigations, criminology, correctional courses, and vice and narcotics control. These courses provide the student with a base of knowledge that will serve them well regardless of the criminal justice field they choose, i.e., police officer, deputy sheriff, corrections, probation or parole, private security or investigator, FBI, or civilian support such emergency communications, crime analysis, or property/evidence technician.

For individuals currently working in the field there may be potential for salary and/or career advancement. Many agencies require entry level and current personnel to possess a certain level of education to be hired or to be eligible for promotion. The Certificate/Associate degree (A.S.) provide that level of education.

Career Opportunities

All career opportunities listed are representative careers in each field. There are no guaranteed positions for students completing these programs. (See: www.onetonline.org)

Transfer A.S. Degree

Students will be prepared to work in a variety of criminal justice fields and law enforcement agencies to include municipal police officers, probation or parole officers, county deputy sheriffs, state highway patrol officers, correctional officers, game wardens, park rangers, homeland security and private security. Those completing the A.S.-T in Administration of Justice degree will be able to transfer to the California State University system and be prepared to study in the following areas: Administration of Justice, Law Enforcement, Correctional Administration, Social Science, Criminology, and Pre-Law. For any BA/BS careers, please see your transfer institution

Non-Transfer A.S. Degree

Police Officer, Deputy Sheriff, Highway Patrol Officer, Probation Officer, Parole Officer, Border Patrol Officer, Air Marshal, Customs and Immigration Inspector, Air Marshal, TSA Agent, Fish and Game Warden, Park Ranger, Coroner's Assistant, Private Investigator, Insurance Adjuster, Fugitive Recovery Agent, Security Screener, Security Guard, Polygraph Examiner, Animal Control Officer, Crime Lab Technician, Emergency Communications Dispatcher, Community Service Officer, Parking Control Officer, Code Enforcement Officer.

Certificate

Police Officer, Deputy Sheriff, Highway Patrol Officer, Probation Officer, Parole Officer, Border Patrol Officer, Air Marshal, Customs and Immigration Inspector, Air Marshal, TSA Agent, Fish and Game Warden, Park Ranger, Coroner's Assistant, Private Investigator, Insurance Adjuster, Fugitive Recovery Agent, Security Screener, Security Guard, Polygraph Examiner, Animal Control Officer, Crime Lab Technician, Emergency Communications Dispatcher, Community Service Officer, Parking Control Officer, Code Enforcement Officer.



Employment Concentrations

Computer Forensics

Private Investigator, Criminal Investigator, Evidence Technician

Corrections

Correctional Officer

Private Security and Loss Prevention

The U.S. Bureau of Labor Statistics expects the number of jobs for security professionals to increase 19 percent between 2010 and 2020. That's above the projected growth rate for all occupations as well as the 7-9 percent for police officers. Careers in this field include, but are not limited to: private security guard, loss prevention agent, gaming surveillance officers, private investigators, retail loss prevention, city security, and housing authority.

TRANSFER PREPARATION

Administration of Justice (Transfer)

MSJC offers a range of course work to prepare students to transfer to four-year colleges and universities. All four-year institutions prescribe their own standards for course evaluation and admissions. Prospective transfer students are advised to research careers, degrees and majors in the Career/Transfer Center, access www.assist.org, review the MSJC catalog and meet with a counselor to expedite their transfer plan.

Administration of Justice (Non- Transfer)

MSJC offers a range of course work to prepare students to transfer to four-year colleges and universities. Courses that fulfill major requirements for an associate degree in this program might not be the same as those required for transfer into the major at a four-year university. All four-year institutions prescribe their own standards for course evaluation and admissions. Prospective transfer students are advised to research careers, degrees and majors in the Career/Transfer Center, access www.assist.org, review the MSJC catalog and meet with a counselor to expedite their transfer plan.

LEARNING OUTCOMES

- Communicate verbally and in writing effectively.
- Demonstrate respect for social and cultural diversity.
- Critical thinking in applying the law.
- Demonstrate personal and civic responsibility in daily activities.

DEGREES

Transfer A.S.-T Degree

Administration of Justice

An Associate in Science in Administration of Justice for Transfer will fulfill the requirements for students to transfer to a CSU institution as an Administration of Justice or Criminal Justice major. The courses in the A.S.-T in Administration of Justice for Transfer degree allow for the development of depth in one of the

subject's substantive subsystems (i.e. law enforcement, juvenile, courts or corrections). The main objective is to familiarize students with the processes involved in the interaction of the criminal justice system as a whole.

The major requirements for an A.S.-T in Administration of Justice for Transfer to CSU may be met by:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University.
- The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements.
- A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.

ADT also requires that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is acceptable if pass is defined as a grade of C or better.

A.S.-T in Administration of Justice for Transfer (18 units)

Required Core (6 units)

| | | |
|--------|----------------------------------|---------|
| AJ-101 | Criminal Law | 3 units |
| AJ-102 | Introduction to Criminal Justice | 3 units |

List A: Select two (6 units)

| | | |
|----------|--------------------------------------|---------|
| AJ-103 | Criminal Evidence | 3 units |
| AJ-106 | Juvenile Procedures | 3 units |
| AJ-108 | Criminal Investigation | 3 units |
| AJ-111 | Criminal Procedures | 3 units |
| AJ-118 | Community and the Justice System | 3 units |
| CORR-101 | Introduction to Correctional Science | 3 units |

List B: Select two (6 units)

Any course from List A not used above or the following:

| | | |
|-----------|---|---------|
| AJ-105 | Tactical Communication and Report Writing for Law Enforcement | 3 units |
| AJ-117 | Introduction to Terrorism and Homeland Security | 3 units |
| MATH-140 | Introduction to Statistics | 3 units |
| PSYC-101 | Introduction to Psychology | 3 units |
| or | | |
| PSYC-101H | Honors Introduction to Psychology | 3 units |
| PS-101 | Introduction to American Government and Politics | 3 units |

or

| | | |
|---------|---|---------|
| PS-101H | Honors Introduction to American Government and Politics | 3 units |
|---------|---|---------|

Units for Major 18

CSU General Education or IGETC Pattern 37-39

Possible double counting 6-9

Transferable Electives (as needed to reach 60 CSU transferable units)

Total Units for A.S.-T Degree 60 units



This Associate in Science in Administration of Justice for Transfer degree is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. A student completing this degree is guaranteed admission to the CSU system, but not a particular campus or major. Students should meet with a counselor to develop an educational plan and receive university admission and transfer requirements.

Non-Transfer Degree

Administration of Justice

In addition to the 24 units of the certificate program in Administration of Justice, students must also complete all MSJC General Education Option A requirements (a total of 60 units) for the Associate of Science degree in Administration of Justice.

CERTIFICATE

A certificate will be issued for completion of five core course and three elective courses for a total of 24 units. Students may submit a student petition to enrollment services to substitute credit for completion of a P.O.S.T. Basic Police Officers Academy through an accredited institution. Students must attach official college transcripts and an academy course outline or syllabus to the student petition. The Administration of Justice and Corrections Department Chair will determine the amount of credit to award the student. Four Administration of Justice course must be completed at MSJC to earn a certificate.

Certificate in Administration of Justice (24 units)

Required Courses (15 units)

| | | |
|---------|--|---------|
| AJ-101 | Criminal Law | 3 units |
| AJ-102 | Introduction to Criminal Justice | 3 units |
| or | | |
| AJ-102H | Honors Introduction to Criminal Justice | 3 units |
| AJ-105 | Tactical Communication and Report Writing for Law Enforcement | 3 units |
| AJ-111 | Criminal Procedures | 3 units |
| AJ-118 | Community and the Justice System | 3 units |

Elective Courses (9 units)

| | | |
|-----------------|---|-----------|
| AJ-098 | Introduction to Private Security | 3 units |
| AJ-103 | Criminal Evidence | 3 units |
| AJ-106 | Juvenile Procedures | 3 units |
| AJ-108 | Criminal Investigation | 3 units |
| AJ-112 | Introduction to Criminology | 3 units |
| AJ-115 | Introduction to Probation and Parole | 3 units |
| AJ-117 | Introduction to Terrorism and Homeland Security | 3 units |
| AJ-125 | Vice and Narcotics Control | 3 units |
| AJ-128 | Traffic Control, Enforcement and Investigation | 3 units |
| AJ-149/CWE-149A | Cooperative Work Experience: Administration of Justice | 1-4 units |
| AJ-299 | Special Projects: Administration of Justice | 1-3 units |
| CORR-101 | Introduction to Correctional Science | 3 units |

EMPLOYMENT CONCENTRATIONS

Computer Forensics (13 units)

| | | |
|----------|--|---------|
| AJ-103 | Criminal Evidence | 3 units |
| AJ-105 | Tactical Communication and Report Writing for Law Enforcement | 3 units |
| CSIS-080 | Computer Hardware - Level 1 | 4 units |
| CSIS-182 | Computer Forensics | 3 units |

Corrections (15 units)

CPOST (Correctional Peace Officer Standards and Training) has developed a recommended pattern of classes that would benefit correctional peace officer apprentices. Students completing these classes may receive a higher application score when applying for positions within the Department of Corrections.

Required Courses (12 units)

| | | |
|----------|--|---------|
| AJ-105 | Tactical Communication and Report Writing for Law Enforcement | 3 units |
| CORR-101 | Introduction to Correctional Science | 3 units |
| CORR-102 | Control and Supervision in Corrections | 3 units |
| CORR-103 | Correctional Interviewing and Counseling | 3 units |

Elective Courses (3 units)

| | | |
|----------|------------------------------|---------|
| AJ-101 | Criminal Law | 3 units |
| CORR-104 | Legal Aspects of Corrections | 3 units |

Private Security and Loss Prevention (12 units)

Private security professionals are needed in contemporary society and provide a variety of complex duties and responsibilities on a daily basis. Today, private security is the primary resource for individual and property protection. The security field, while broad, includes many sub-fields such as; private investigation, asset protection, physical security, institutional security, executive protection, industrial security, retail security, loss prevention, workplace security, computer security, and information security.

| | | |
|--------|--|---------|
| AJ-098 | Introduction to Private Security | 3 units |
| AJ-101 | Criminal Law | 3 units |
| AJ-105 | Tactical Communication and Report Writing for Law Enforcement | 3 units |
| AJ-108 | Criminal Investigation | 3 units |



Mt. San Jacinto College
 Undergraduate certificate in Administration of Justice
 Program Length: 72 weeks

Students graduating on time
 0% of Title IV students complete the program within 72 weeks¹

Program Costs*
\$1,104 for in-state tuition and fees
\$8,184 for out-of-state tuition and fees
\$3,942 for books and supplies
 Other Costs:
 Parking Permits cost \$68 a year or \$34 a semester
 RTA Go Pass cost \$12 a year or \$6 a semester
 SGA discount sticker (optional) - \$14 a year or \$7 a semester
 Student representation fee (optional) - \$2 a year or \$1 a semester
 Help a Student Fund (optional) - \$4 a year or \$2 a semester
 Student Health Center Fee - \$40 a year or \$20 a semester
 *For summer session fees, please see: <https://www.msjc.edu/StudentServices/EnrollmentServices/Pages/What-Fees-do-I-have-to-pay.aspx>
 Visit website for more program cost information: <http://www.msjc.edu/StudentServices/EnrollmentServices/Pages/What-Fees-do-I-have-to-pay.aspx>
 *The amounts shown above include costs for the entire program, assuming normal time to completion.
 Note that this information is subject to change.

Students Borrowing Money
The typical graduate leaves with
 N/A* in debt²
 *Fewer than 10 students completed this program within normal time. This number has been withheld to preserve the confidentiality of the students.
The typical monthly loan payment
 N/A* per month in student loans with an interest rate of N/A*⁴.
 *Fewer than 10 students completed this program within normal time. This number has been withheld to preserve the confidentiality of the students.

Graduates who got jobs
 N/A* of program graduates got jobs
 *We are not currently required to calculate a job placement rate for program completers.
Program graduates are employed in the following fields: Bailiffs: <http://onetonline.org/link/summary/33-3011.00>
 Police Detectives: <http://onetonline.org/link/summary/33-3021.01>
 Police Identification and Records Officers: <http://onetonline.org/link/summary/33-3021.02>
 Criminal Investigators and Special Agents: <http://onetonline.org/link/summary/33-3021.03>
 Immigration and Customs Inspectors: <http://onetonline.org/link/summary/33-3021.05>
 Police Patrol Officers: <http://onetonline.org/link/summary/33-3051.01>
 Sheriffs and Deputy Sheriffs: <http://onetonline.org/link/summary/33-3051.03>
 Private Detectives and Investigators: <http://onetonline.org/link/summary/33-9021.00>

Licensure Requirements⁶
 The following do not have licensure requirements for this profession:
California

Additional information:
 No additional notes provided.

Date Created: 5/14/2019
 These disclosures are required by the U.S. Department of Education

Footnotes:
¹ The share of students who completed the program within 100% of normal time (72 weeks).
² The share of students who borrowed Federal, private, and/or institutional loans to help pay for college.
³ The median debt of borrowers who completed this program. This debt includes federal, private, and institutional loans.
⁴ The median monthly loan payment for students who completed this program if it were repaid over ten years at a NA* interest rate.
⁵ The median earnings of program graduates who received Federal aid.
⁶ Some States require students to graduate from a state approved program in order to obtain a license to practice a profession in those States.
⁷ **State Job Placement Rate:**
 Name of the state this placement rate is calculated for:
 N/A
 Follow the link below to find out who is included in the calculation of this rate:
 N/A
 What types of jobs were these students placed in?
 N/A
 When were the former students employed?
 N/A
 How were completers tracked?
 N/A
⁸ **Accreditor Job Placement Rate:**
 Name of the accrediting agency this placement rate is calculated for:
 N/A
 Follow the link below to find out who is included in the calculation of this rate:
 N/A
 What types of jobs were these students placed in?
 N/A
 When were the former students employed?
 N/A
 How were completers tracked?
 N/A