

CAREER PROGRAMS IN LAW, PUBLIC SAFETY, CORRECTIONS, AND SECURITY

CAREER CLUSTER	Law, Public Safety, Corrections and Security				
CIP	22.0302	22.0303	43.0107	43.0203	43.0109
PROGRAM TITLE	Legal Assistant/ Paralegal	Court Reporting and Captioning/Court Reporter	Criminal Justice/Police Science	Fire Science/ Firefighting	Security and Loss Prevention Services.
GROUP 1: ORIENTATION COURSES (Minimum Selection: One course from Group 1 or 2)					
ORIENTATION COURSES	Career Exploration				
	Exploration of Public Service Careers				
GROUP 2: INTRODUCTORY COURSES					
INTRODUCTORY COURSES	Public Safety	Introduction to Stenography and Machine Shorthand Theory	Public Safety	Public Safety	Public Safety
	Community Protection		Community Protection	Community Protection	Community Protection
	Criminal Justice		Criminal Justice	Safety and First Aid	Criminal Justice
			Safety and First Aid		
GROUP 3: SKILLS COURSE (Minimum Selection 1)					
SKILLS COURSE	Paralegal Studies	Court Reporting and Stenography	Law Enforcement I	Fire-Fighting I	Security Services
	Legal System				
	Law Studies				
GROUP 4: ADVANCED COURSES					
ADVANCED COURSES	Corrections	Court Reporting and Stenography Speedbuilding Lab	Law Enforcement II	Fire-Fighting II	Corrections
	Business Law		Corrections	Fire Science	Forensic Science
	Criminal Law and Procedures		Forensic Science	Forensic Science	Ethics in Criminal Justice
	Court Reporting & Stenography		Crime Scene Management	Crime Scene Management	Crime Scene Management
	Ethics in Criminal Justice		Ethics in Criminal Justice		
	Consumer Law		Public Safety Telecommunications		
		Criminal Law and Procedures			
GROUP 5: WORKPLACE EXPERIENCE COURSES					
WORKPLACE EXPERIENCE	Law, Public Safety, Corrections, and Security Workplace Experience	Law, Public Safety, Corrections, and Security Workplace Experience	Law, Public Safety, Corrections, and Security Workplace Experience	Law, Public Safety, Corrections, and Security Workplace Experience	Law, Public Safety, Corrections, and Security Workplace Experience
	Legal Assistant/Paralegal Workplace Experience	Court Reporting and Captioning Workplace Experience	Law Enforcement Workplace Experience	Fire Management Workplace Experience	Security and Protection Workplace Experience

A quality CTE program delivers all required elements of Illinois' definition of Size, Scope, Quality. CTE program elements include: a sequence of courses, each educational entity offering approved courses provides assurance that the course content includes at a minimum the State course description, meets the State's minimum requirements for course offerings by program, curriculum aligned to state recognized learning standards & industry standards, career pathway guidance, resources to support program/course delivery (licensed & qualified staff, appropriate facilities, adequate equipment, instructional materials, work-based learning experiences, special populations support services, an active affiliated CTSO chapter), articulation/dual credit agreements, documentation of state agency certification or licensing requirements for occupations regulated by law or licensure, & content which prepare students for reflective of current labor & opportunity for workplace experience or a structured capstone course. **Orientation courses are suggested to be taught at the prior-to-secondary or 9th grade levels. Introductory level courses are suggested to be taught at the 9th-11th grade level. Skill level courses are suggested to be taught at the 10th – 12th grade levels. Workplace Experiences Courses are suggested to be taught at the 12th grade level.**

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Group	State Course Code	State Course Title	State Course Description
Group 1	22151A001	Career Exploration	Career Exploration courses help students identify and evaluate personal goals, priorities, aptitudes, and interests with the goal of helping them make informed decisions about their careers. These courses expose students to various sources of information on career and training options and may also assist them in developing job search and employability skills.
Group 1	15001A001	Exploration of Public Service Careers	Exploration of Public Service Careers courses expose students to the duties, responsibilities, requirements, and career opportunities within public service. Course topics vary and may include (but are not limited to) protective services; correction, judicial, and probation services; fire protection and fire-fighting; public administration; and social work. Course activities depend upon the career clusters that students explore.
Group 2	15051A007	Criminal Justice	Criminal Justice courses train students to understand and apply the principles and procedures essential to the overall U.S. criminal justice system. Course topics vary and may include, but are not limited to, structure, history and philosophy of the federal, state, county, and municipal court systems; judicial appointment processes; arrest-to-sentencing sequences; laboratory, forensic, and trial procedure; probation and parole; state and federal correctional facilities; and system interrelationships with law enforcement agencies.
Group 2	15101A0001	Public Safety	Public Safety courses introduce students to the field of public safety and extend their knowledge and skills pertaining to the safety and security of homes, workplaces, and the community. These courses cover such topics as policing, law enforcement, emergency service, and private security and corrections and may cover all or a subset of these services.
Group 2	15202A001	Community Protection	Community Protection courses provide students with information regarding the personnel and agencies concerned with protection of the home, city, state, and nation. Topics covered typically include civil defense and disaster preparedness; crime prevention; pollution control; fire prevention and control; legal and social systems and principles; and public health. These topics may be explored from the viewpoint of a community resident and citizen using these services or of that of one interested in pursuing a public service career.
Group 2	04166A003	Introduction to Stenography and Machine Shorthand Theory	Introduction to Stenography and Machine Shorthand Theory introduces students to the fields of shorthand reporting, court reporting, captioning and Communication Access Realtime Translation (CART). The course provides an examination of the history of reporting, equipment needs, technological trends, and the roles of reporters within legal system, communications, business environment, and educational system. Additional topics include an introduction to theory, keyboard familiarization, vowel usage, punctuation, numbers, high-frequency words, and advanced writing principles. Students will begin developing foundational real-time writing skills and keyboard mastery through practice of finger drills and sentence drills involving high-frequency words and phrases.
Group 2	08055A001	First Aid and Safety	Safety and First Aid courses provide specialized instruction in first aid techniques, cardiopulmonary resuscitation (CPR), relief of obstructed airways, and general safety procedures and behaviors. These courses may include such topics as an overview of community agencies and hotlines providing emergency care and information and opportunities for first aid and CPR certification. Instructors must have the requisite trainings and/or certifications to provide this training.

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Group 3	04166A001	Paralegal Studies	This course provides an introduction to the legal system and the paralegal profession. Students will analyze the training and role of the paralegal as well as the ethical and professional practice standards applicable to both lawyers and paralegals. Topics might also include legal terminology, legal citation, ethics, investigation skills, and a thorough discussion of the structure of both the federal and state judicial systems.
Group 3	04165A001	Legal System	Legal System courses examine the workings of the U.S. criminal and civil justice systems, including providing an understanding of civil and criminal law and the legal process, the structure and procedures of courts, and the role of various legal or judicial agencies. Although these courses emphasize the legal process, they may also cover the history and foundation of U.S. law (the Constitution, statutes, and precedents). Course content may also include contemporary problems in the criminal justice system.
Group 3	04162A001	Law Studies	Law Studies courses examine the history and philosophy of law as part of U.S. society and include the study of the major substantive areas of both criminal and civil law, such as constitutional rights, torts, contracts, property, criminal law, family law, and equity. Although these courses emphasize the study of law, they may also cover the workings of the legal system.
Group 3	04166A002	Court Reporting & Stenography	Court Reporting and Stenography is designed to prepare students to enter the field of shorthand reporting, court reporting, captioning and Communication Access Realtime Translation (CART). Students will continue to develop skills in the following areas: reading and translating stenographic notes; edit transcripts; demonstrate the printing of paper and pdf transcripts; modify, create, and use master dictionary and job dictionaries; develop familiarity with common materials in court reporting and stenography (e.g., jury charge, literary material, medical terminology, etc.). The course also provides preparation for Illinois Certified Shorthand Reporter (CSR) exam including developing speed to 180-225 words per minute on literary, jury charge, and Q&A material and preparation for the written knowledge portion of CSR by reviewing grammar, vocabulary, and technology.
Group 3	15152A001	Fire-Fighting I	This course is designed to provide students with the skills needed to prevent and extinguish fires, maintain, and repair fire service-related equipment, provide basic emergency medical treatment, and prepare public service information concerning fires and hazardous materials. Instruction includes the physical characteristics of fire as well as general safety practices, basic fire behavior, and extinguishing principles. Students learn rescue and extrication procedures, types and use of ground ladders, proper ventilation techniques, and appropriate use of various water supply systems, and how to use ropes and tie knots. Students also learn basic emergency medical techniques and practices which include medical legal considerations, terminology, airway management, patient assessment and transportation, and emergency treatment.
Group 3	15054A001	Law Enforcement I	This course is designed to prepare students to enter the fields of law enforcement and the criminal justice system. Instruction includes the history of law enforcement and the legal system, report writing and recordkeeping, criminal investigation techniques, and routine police procedures. Students learn how to use communications and dispatch equipment, perform proper search and seizure techniques, conduct basic criminal investigations, and execute correct pursuit and arrest procedures. Instruction also includes patrolling techniques, private security operations, traffic investigations, and community relations.
Group 3	15102A001	Security Services	Security Services courses provide instruction regarding the safety and security of buildings and facilities and may extend these lessons to include the security and safety of one's self and other human beings.
Group 4	15052A001	Corrections	This course will provide instruction regarding the principles and techniques used by institutions that incarcerate, rehabilitate, and monitor people accused or convicted of crimes. Course topics vary and may

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			include (but are not limited to) protective services; correction, judicial, and probation service; public administration; and social work
Group 4	12054A001	Business Law	Introduces law and the origins and necessity of the legal system; provides insight into the evolution and development of laws that govern business in our society; develops an understanding of how organization and operation of the legal system impact business; develops an understanding of rights and duties within the business environment; and includes contractual responsibility, protection of individual rights in legal relationships relative to warranties, product liability, secured and unsecured debts, negotiable instruments, agencies, employer-employee relations, property ownership and transfer, landlord and tenant, wills and estates, community property, social security, and taxation.
Group 4	15057A001	Criminal Law and Procedures	Criminal Law and Procedures courses provide students with knowledge and skills related to understanding criminal law, constitutional amendments, and due process. Course content may include specific types of crimes, such as vehicle crimes, personal crimes, cybercrimes, drug crimes, and crimes related to child pornography or pedophiles.
Group 4	04166A004	Court Reporting & Stenography Speedbuilding Lab	Court Reporting and Stenography Speedbuilding Lab courses provide additional opportunities for students to develop speed and fluency to 225 words per minute in preparation for the Certified Shorthand Reporter (CSR) exam. Course topics could also include additional preparation for the written knowledge portion of the CSR exam and exploration of legal and medical terminology
Group 4	15058A001	Ethics in Criminal Justice	Ethics in Criminal Justice courses cover ethical standards and codes of professional behavior for police officers and others placed in positions of public trust. Topics may include use of force, gratuities, intra- and inter-agency conduct, integrity, ethical necessity of due process, and on-duty and off-duty conduct.
Group	15054A002	Law Enforcement II	This course provides experiences for students in basic investigative techniques for crimes against people and property. Learning activities emphasize the development of more advanced knowledge and skill than those provided in Law Enforcement I. Units of instruction include how to conduct a preliminary investigation and protect a crime scene, collect and preserve physical evidence including dusting latent prints, casting, fingerprint classification, and the use of portable crime laboratory equipment. Students learn how to conduct interviews, complete police reports, use police equipment, and testify in court. Instruction also includes traffic control, personal security, and law enforcement administration.
Group 4	15152A002	Fire-Fighting II	This course builds on the concepts and skills introduced in Fire-Fighter I. Instruction is provided in the use fire hoses, controlling property loss along with fire control techniques, detection systems, and prevention practices. Instruction includes communication procedures, procedures for operating emergency vehicles, maintaining fire -related equipment and vehicles, and securing and protecting evidence. Students may learn procedures for treating poisonings and allergic reactions, environmental emergencies, and hazardous waste removal, as well as how to treat soft tissue, musculoskeletal, and head and spine injuries.
Group 4	15055A001	Forensic Science	Forensic Science courses provide an overview of the theoretical understanding and practical application of forensic science techniques. These courses explore the applied science and the fields of biology, chemistry, physics, and crime science investigation. Topics typically covered may include genetics, anthropology, toxicology, entomology, ballistics, pathology, computer forensics, fire debris and trace evidence, among others.
Group 4	15056A001	Crime Scene Management	Crime Scene Management courses provide the skills and knowledge necessary for criminalistics - the securing, investigating, and processing of a crime scene. Topics may include, but are not limited to, evidence

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			collection and preservation, finger printing, sketching, securing, and photographing the crime scene, and chain of custody.
Group 4	15104A001	Public Safety Telecommunications	Public Safety Telecommunications courses provide students with the skills and knowledge necessary to obtain national certification in Public Safety Telecommunications and/or employment as a 911 telecommunicator. Course content may include, but is not limited to, understanding standard federal, state, and local telecommunication operating procedures; functions, terminology, and types of telecommunication equipment; malfunctions and maintenance agreements; proper and correct telephone and dispatching procedures and techniques; emergency situations and operating procedures; and emergency medical dispatch procedures.
Group 4	15151A001	Fire Science	Fire Science courses introduce students to the field of fire prevention and control and enable them to extend their knowledge through the use of chemical, physical, and engineering principles to understand factors involved in fires. Course topics typically include the chemistry of combustion, factors that influence fire (such as structural design and meteorology), and safety procedures.
Group 5	15998A001	Law, Public Safety, Corrections & Security Workplace Experience	Law, Public Safety, Corrections & Security Workplace Experience courses provide work experience in fields related to the Law, Public Safety, Corrections & Security cluster. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.
Group 5	04198A001	Legal Assistant/Paralegal Workplace Experience	Legal Assistant/Paralegal Workplace Experience courses provide students with work experience in a field related to legal assisting. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.
Group 5	04198A002	Court Reporting and Captioning Workplace Experience	Court Reporting and Captioning Workplace Experience courses provide students with work experience in a field related to Court Reporting and Captioning. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and

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			Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.
Group 5	15098A001	Law Enforcement Workplace Experience	Law Enforcement Workplace Experience courses provide work experience in fields related to law enforcement. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.
Group 5	15198A000	Fire Management Workplace Experience	Fire Management Workplace Experience courses provide work experience in fields related to fire management. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.
Group 5	15148A001	Security and Protection Workplace Experience	Security and Protection Workplace Experience courses provide work experience in fields related to security and protection. Goals must be set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses must include classroom instruction at least once per week, involving further study of the field, discussion of relevant topics that are responsive to the workplace experience and employability skill development. Workplace Experience courses must be taught by an approved WBL educator-coordinator. These courses should be aligned to a Career Development Experience that could include: Student-led Enterprises; School-based Enterprises; Immersion Supervised Agricultural Experiences; Clinical Experiences in Health Science and Technology programs; Internships; and Apprenticeship programs including Youth Apprenticeships, Pre-apprenticeships, and Registered Apprenticeships.