Paralegal Studies
CERTIFICATE PROGRAM
Fall 2019-Spring 2020

REMEDIAL SEQUENCE (if required)
☐ ESL 1 (8)  ☐ ESL 2 (6)  ☐ ESL 3 (6)  ☐ ENG 9 (4)
☐ ENG 1 (4)  ☐ ENG 2 (4)
☐ RDL 1 (4)  ☐ RDL 2 (6)
☐ MTH 1 (4)  ☐ MTH 5 (6)

GRADUATION REQUIREMENTS
☐ CAT-R  ☐ CAT-W  ☐ CAT-M  ☐ GPA ≥ 2.0

DAT 10  Computer Fundamentals and Applications  3
☐ LAW 17  Introduction to Paralegal Studies  3
☐ LAW 19  Introduction to Law Office Management and Computers  3
☐ LAW 41  Business Law  3
☐ LAW 47  Civil Procedure  3
☐ LAW 95  Legal Research and Writing  3
☐ LAW 96  Advanced Legal Research and Writing  3

Subtotal:  21

Select TWO from the following courses:
☐ LAW 52 Business Organizations
☐ LAW 62 Family Law
☐ LAW 65 Criminal Law and Procedures
☐ LAW 72 Real Property
☐ LAW 77 Immigration Law
☐ LAW 82 Insurance and Torts
☐ LAW 91 Landlord/Tenant Advocacy¹
☐ LAW 92 Estates, Trusts and Wills

Subtotal:  6

Select ONE from the following courses:
☐ ACC 111 Principles of Accounting I  4
☐ BUS 111 Applications of Mathematics for Business  3
☐ TAX 11  Introduction to Taxation  3

Subtotal:  9-10
TOTAL:  30-31

¹Department Permission Required.

NOTE:
- Students who may transfer to a four-year college should consult an Advisor for possible replacement courses.
- The Paralegal Certificate is designed for advanced students who already have a minimum of 60 college credits OR a two-year degree.