

Paralegal Studies CERTIFICATE¹ PROGRAM

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

GPA ≥ 2.0

¹The Paralegal Certificate is designed for advanced students who already have a minimum of 60 college credits OR a two-year degree.

²Department Permission Required.

RECOMMENDED ACADEMIC PLAN

SEMESTER I		Credits
<input type="checkbox"/> LAW 17	Introduction to Paralegal Studies	3
<input type="checkbox"/> LAW 19	Introduction to Law Office Management & Computer	3
<input type="checkbox"/> LAW 47	Civil Procedures	3
<input type="checkbox"/> LAW 95	Legal Research & Writing	3
<input type="checkbox"/> DAT 10	Computer Fundamentals & Applications	3
Subtotal:		15

SEMESTER II		Credits
Select ONE from:		
<input type="checkbox"/> ACC 111	Principles of Accounting (4 cr.)	
<input type="checkbox"/> BUS 111	Applications of Mathematics for Business	
<input type="checkbox"/> TAX 11	Introduction to Taxation	3-4
<input type="checkbox"/> LAW 41	Business Law	3
<input type="checkbox"/> LAW 96	Advanced Legal Research & Writing	3
Select TWO from:		
<input type="checkbox"/> LAW 52	Business Organizations	
<input type="checkbox"/> LAW 62	Family Law	
<input type="checkbox"/> LAW 65	Criminal Law and Procedures	
<input type="checkbox"/> LAW 72	Real Property	
<input type="checkbox"/> LAW 77	Immigration Law	
<input type="checkbox"/> LAW 82	Insurance and Torts	
<input type="checkbox"/> LAW 91	Landlord/Tenant Advocacy ²	
<input type="checkbox"/> LAW 92	Estates, Trusts and Wills	6
Subtotal:		15-16
TOTAL:		30-31