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Paralegal - CERT B

Semester-by-Semester Pathway

A Certificate is outlined coursework that is designed to prepare a student to head out into the workforce in a short timeframe or for career advancement. This certificate totals 36 credit hours. Consult with an advisor for more information. Not all courses are offered each semester.

() are Systemwide Transfer Courses

() are recommended for this degree pathway.

| Semester 1 - Fall | | | | |
|-------------------------|----------------------------|--|--------------|--------------|
| Complete | Course ID | Course Title | Credit Hours | Notes |
| Required Courses | | | | |
| | LA130 | Law and the Legal Assistant | 3.00 | Fall, Spring |
| | LA131 | Litigation | 3.00 | Fall |
| | LA136 | Legal Ethics | 3.00 | Fall |
| | LA231 | Introduction to Legal Research and Writing | 3.00 | Fall, Spring |
| | LE205 | Criminal Law | 3.00 | Fall |
| Electives | | | | |
| | Paralegal Electives | | 3.00 | |
| Semester Total: | | | 18.00 | |

| Semester 2 - Spring | | | | |
|-------------------------|----------------------------|----------------------------------|--------------|--------------|
| Complete | Course ID | Course Title | Credit Hours | Notes |
| Required Courses | | | | |
| | BU205 | Business Law I | 3.00 | Fall, Spring |
| | LA134 | Family Law | 3.00 | Spring |
| | LA135 | Wills, Estates, and Trusts | 3.00 | Spring |
| | LA235 | Personal Injury and Civil Wrongs | 3.00 | Spring |
| | LA238 | Real Estate Law | 3.00 | Spring |
| Electives | | | | |
| | Paralegal Electives | | 3.00 | |
| Semester Total: | | | 18.00 | |

Total Credits: 36.00

*Semester offerings reflect the current academic year.

Paralegal Electives

| Course ID | Course Title | Credit Hours | Notes |
|-----------|---|--------------|----------------------|
| BU100 | Small Business Accounting | 3.00 | Fall, Spring, Summer |
| BU214 | Word Processing: Microsoft Word for Windows | 3.00 | Fall, Spring |
| HR107 | Legal and Ethical Issues in Healthcare | 3.00 | Fall, Spring, Summer |
| IS104 | Microcomputer Applications ▶ | 3.00 | Fall, Spring, Summer |
| LA114 | Paralegal Internship | 3.00 | Fall, Spring |
| LA132 | Elder Law | 3.00 | Summer |
| LA150 | Employment Law | 3.00 | |
| LA230 | E-discovery and Litigation | 3.00 | |
| LA234 | Administrative Law | 3.00 | Summer |
| LA239 | Bankruptcy Law | 3.00 | Fall |
| LA240 | Immigration Law | 3.00 | |
| LA241 | Interviews and Investigations | 3.00 | |
| LA247 | Intellectual Property | 3.00 | |

Program Notes:

NOTE: Completion of an Associates Degree or higher is a requirement for admission into the Paralegal Certificate Program.