

Student Name _____

ID Number _____

**ASSOCIATE OF APPLIED SCIENCE
PARALEGAL
2009 - 2010**

 AAS
 CERT

GENERAL EDUCATION CORE	REQ	COMP	NEED
SKILLS COMPONENT			
COMM 101 Principles of Speech OR	3		
COMM 202 Interpersonal Comm			
ENGL 101 College Writing	3		
MTHPT 130, 137, 138	4*		
MATH 123, 130, 130A/130B, 137, 143/144, 147, 157/257, 170, 254			
DISTRIBUTIVE COMPONENT			
HRPT 185 Human Relations in Organizations	3		
ANTH 102, 120, 170	3		
ECON 101, 102, 201, 202			
GEOG 102			
HIST 101, 102, 111, 112			
HRPT 184			
PHIL 120			
POLS 101, 285			
PSYC 101, 205			
SS 150, 184			
SOC 101, 102			
TOTAL	16		

AAS SUMMARY			
GENERAL EDUCATION	16		
PROGRAM REQUIREMENTS	77		
TOTAL	93		

PROGRAM REQUIREMENTS	REQ	COMP	NEED
ACCPT 101 Basic Accounting I	3		
CITPT 110 Business Computer Skills	3		
CITPT 212 Spreadsheets and Databases	3		
GNBPT 222 Proofreading *	3		
GNBPT 245 Business Writing	3		
GNBPT 296 Work-based Learning (Co-op)	3		
LAWPT 173 Legal Office Procedures I	3		
LAWPT 219 Legal Terminology	3		
LAWPT 221 Legal Transcription	3		
LAWPT 223 Legal Support Fund & Ethics	3		
LAWPT 224 Intro to Law	3		
LAWPT 230 Legal Research & Writing I	3		
LAWPT 265 Business Law OR	3		
LAWPT 365 Business Law			
LAWPT 274 Legal Office Procedures II	3		
LAWPT 321 Real Estate Law/Procedures	3		
LAWPT 322 Criminal Law	3		
LAWPT 323 Civil Litigation	3		
LAWPT 324 Advanced Civil Litigation	3		
LAWPT 331 Legal Research & Writing II	3		
LAWPT 332 Wills, Trusts, & Estates	3		
LAWPT 341 Business Organizations	2		
LAWPT 342 Family Law	3		
LAWPT 345 Tort Law	3		
LAWPT 367 Paralegal Internship	3		
WRPPT 200 Word Processing	6		
TOTAL	77		

*Pre-requisite GNBPT 122

TECHNICAL CERTIFICATE - PARALEGAL 2009-2010			
PROGRAM REQUIREMENTS	REQ	COMP	NEED
GNBPT 202 Professional Math Applications	3		
LAWPT 223 Legal Support Fund & Ethics	3		
LAWPT 224 Intro to Law	3		
LAWPT 230 Legal Research & Writing I	3		
LAWPT 321 Real Estate Law/Procedures	3		
LAWPT 322 Criminal Law	3		
LAWPT 323 Civil Litigation	3		
LAWPT 324 Civil Litigation II	3		
LAWPT 331 Legal Research & Writing II	3		
LAWPT 332 Wills, Trusts, & Estates	3		
LAWPT 341 Business Organizations	2		
LAWPT 342 Family Law	3		
LAWPT 345 Tort Law	3		
TOTAL	38		

NOTE: Advisor approval required prior to entering Certificate program. Student must have a combination of legal office experience and/or education as well as advisor approval.

NOTES, SUBSTITUTIONS & WAIVERS

Division Chair _____

Date _____

Advisor _____

Date _____

*Professional/Technical AAS degrees require a minimum of 16 credits of general education core. If a student transfers in less than 4 credits of math, s/he may be required to complete an additional general education core course to reach the required 16 credits.