



Paralegal Studies Certificate (Post Baccalaureate Option) 2018–2019

DESCRIPTION:

The Paralegal Studies Certificate (Post Baccalaureate Option) is designed for persons who currently possess a bachelor's, master's or doctoral degree. For more information, see csc.edu/paralegal.

ADMISSION REQUIREMENTS:

Provision of an official transcript demonstrating a bachelor's, master's or doctoral degree.

ONGOING REQUIREMENTS:

A total of six semester hours of technical electives are required to complete the certificate program.

OPPORTUNITIES FOR GRADUATES:

Career:

This certificate prepares a graduate for immediate employment in the legal field or as a first step on a path to law school or both. **NOTE:** Paralegals may not sign legal documents, appear in court, or give legal advice. All activities in legal matters must be supervised by a licensed attorney. See csc.edu/academics/gainful-employment/ge2017/LEGL.

CERTIFICATE REQUIREMENTS (PARALEGAL STUDIES POST-BACCALAUREATE OPTION CERTIFICATE):**FIRST SEMESTER**

Course	Term	Credits	Milestones/Progress Check
LEGL 1101 Intro to Paralegal Studies & Ethics	AU/SP/SU	3	
LEGL 1102 Law Office Technology	AU/SP/SU	3	
LEGL 1105 Torts and Contracts	AU/SP/SU	3	
LEGL 1111 Research and Writing	AU/SP/SU	3	
Semester Credits		12	

SECOND SEMESTER

Course	Term	Credits	Milestones/Progress Check
LEGL 2012 Advanced Legal Research	SP/SU	3	
LEGL 2024 Business Organizations	SP/SU	3	
LEGL 2026 Administrative Law	AU/SP	3	
Semester Credits		9	

THIRD SEMESTER

Course	Term	Credits	Milestones/Progress Check
LEGL 2005 Civil Practice & Procedure	AU/SP	3	
LEGL 2014 Family Law	AU/SP	3	
LEGL Technical Elective*	Varies	2-3	
Semester Credits		8-9	

FOURTH SEMESTER

Course	Term	Credits	Milestones/Progress Check
LEGL 2815 LEGL Practicum & Seminar	AU/SP/SU	2	• A total of six semester hours of technical electives are required to complete the certificate program.
LEGL Technical Elective*	Varies	2 - 3	
Semester Credits		4-5	
Total		33-35	

*The following LEGL courses are approved for technical elective requirements: 2010, 2015, 2018, 2019, 2023, 2029, 2038, 2043, 2050, 2072

AU: Autumn Semester/SP: Spring Semester/SU: Summer Semester
Requirements subject to change.