

LAW (Paralegal) Department

Certificate of Achievement and Associate in Arts Degree

<u>Section A – Paralegal Core Requirements for both Certificate and AA Degree Candidates:</u>			<u>Units</u>
LAW	56	Introduction to Computerized Legal Software	3.0
LAW	100*	Introduction to California Civil Procedures	3.0
LAW	101	Introduction to Law	3.0
LAW	102*	Advanced California Civil Procedures	3.0
or LAW	113*	Fundamentals of Alternate Dispute Resolutions	(3.0)
LAW	103*	Legal Research	3.0
LAW	111	Business Law	3.0
LAW	120*	Legal Ethics	3.0
LAW	290*	Capstone Course – Paralegal Program	1.0
Total Requirements for Section A:			22.0

Note: Plus 6.0 units selected from the courses listed below in section “B” with an asterisk (*) for both AA and certificate candidates

Section B – AA Degree Candidates – Must complete 28.0 units and an additional 5.0 units from these courses below for a total of 33.0 units.

			<u>Units</u>
LAW	52	Law Office Management	3.0
LAW	57	Legal Document Production	3.0
LAW	65	Advanced Legal Technology	3.0
LAW	102*	Advanced California Civil Procedures	3.0
LAW	104*	Advanced Legal Research	3.0
LAW	105*	Introduction to Federal & California Employment, Labor, & Workers’ Compensation Law	3.0
LAW	106*	Bankruptcy Law	3.0
LAW	107*	Probate Procedures	3.0
LAW	108*	Family Law Procedures	3.0
LAW	109*	Torts & Personal Injury Law and Procedures	3.0
LAW	110	Business Law	3.0
LAW	112*	Estate Planning for the Paralegal	3.0
LAW	113*	Fundamentals of Alternate Dispute Resolutions	3.0
LAW	114	Law on the Internet	3.0
LAW	115*	Elder Law	3.0
LAW	116*	Criminal Law	3.0
LAW	119	Legal Aspects of Mass Communications	1.0
LAW	171-174*	Legal Occupational Work Experience	1.0-4.0
LAW	220*	Landlord & Tenant Law	3.0
LAW	230*	Corporate Law	3.0
LAW	260*	Immigration Law	3.0
Total Requirements:			33.0

*Denotes legal specialty courses. The ABA requires a minimum of 18 units of legal specialty courses for both certificate and AA candidates.

Please see reverse side for more information