

PARALEGAL CERTIFICATE RE

Class		units	5 yr.	when completed	
Para 100	The Paralegal Profession	3			
Para 101	Law Office Management	3	*		
Para 120	Computers in the Law Office	4	*		
Para 121	Ethics	2			
Para 145	Civil Litigation Overview	4	*		
Para 146	Tort Law and ADR	4	*		
Para 150	Legal Transactions	4	*		
Para 246	Legal Research and Analysis	5			
Para 248	Advanced Research and Writing	3			
Para 297	The Professional Paralegal	2	*		
Bus 105	Legal Environment of Business	3			

LEGAL ELECTIVES 3 UNITS

Course	Course Title	units	5 yr.	when completed	

MINIMUM 18 UNITS ABA APPROVED GENERAL

Course	Course Title	units		where completed	Discipline
Total GE					



NON-ABA APPROVED GENERAL EI

Total Units		37			

REQUIREMENTS

Recommended semester	Comments
1	Pre-requisite to most Para. May take concurrent
1	online only
2	
1	online only
2	
3	
3-4	
3-4	Prerequisite to Para 248
4	Must have C or better in Para 246
4	Cap stone Class Prereq: Para100,101,120,121,246
2	Available OER and Online

MINIMUM

3-4	

EDUCATION (from minimum 3 disciplines)

EDUCATION UNITS

	Minimum total of 60 units