

TECHNICAL CERTIFICATE WORKSHEET PARALEGAL

Courses prerequisite to another class require a minimum grade of "C" in order to advance to the next course.

Section Completed	Completed	Discipline	Class #	Class Name	Hours
English - 3 Credit Hours Total					
Select one of the following courses					
<input type="checkbox"/>	<input type="checkbox"/>	ENG	1113	English Composition I Prerequisite: Compliance with NPCC placement standards	3
	<input type="checkbox"/>	OFAD	1133	Business English	3
Mathematics - 3 Credit Hours Total					
Required course					
<input type="checkbox"/>	<input type="checkbox"/>	MATH	1053	Applied Mathematics Prerequisite: ACT math score of 18 or equivalent score on COMPASS Pre-Algebra or Algebra tests, or completion of Foundations of College Math 1	3
Computer Information Systems - 3 Credit Hours Total					
Required course					
<input type="checkbox"/>	<input type="checkbox"/>	CIS	1013	Information Systems I Prerequisites: OFAD 1103 Keyboarding, or equivalent; CIS 1001 Intro to Computing I, or competency test	3
Core Courses - 24 Credit Hours Total					
All courses are required					
	<input type="checkbox"/>	BUS	2203	Business Law I	3
	<input type="checkbox"/>	OFAD	1093	Machine Transcription Prerequisite: OFAD 1133 Business English and OFAD 1083 Word Processing I	3
	<input type="checkbox"/>	CRJ	1103	Introduction to Criminal Justice	3
	<input type="checkbox"/>	PARA	1103	Legal Systems & Terminology	3
<input type="checkbox"/>	<input type="checkbox"/>	PARA	1113	Legal Research & Writing	3
	<input type="checkbox"/>	PARA	2103	Wills, Trusts, & Probate	3
	<input type="checkbox"/>	PARA	2113	Legal Research & Writing II Prerequisite: PARA 1113 Legal Research & Writing I	3
	<input type="checkbox"/>	PARA	2203	Paralegal Internship Prerequisite: A minimum of 45 credit hours in the Paralegal degree, including 12 credit hours of PARA courses.	3
Major Specific Courses - 3 Credit Hours Total					
Select one of the following courses					
<input type="checkbox"/>	<input type="checkbox"/>	PARA	2213	Civil Litigation	3
	<input type="checkbox"/>	PARA	2223	Torts	3

Minimum Total Credit Hours: **36**