

PARALEGAL STUDIES

Paralegal Studies Certificate

This 24 credit-hour certificate program is designed for those individuals who are currently employed or employable in the legal field or those who, because of legal experience, could benefit from these specialty options. The various choices available allow the student to develop special interests and skills.

To receive a certificate in Paralegal Studies, students must have earned an Associate in Applied Science degree, an Associate in Arts or Science degree, or a bachelor's degree which includes general education courses equivalent to those required in Harper College's Associate in Applied Science degree in Paralegal Studies. Verification of the degree must be submitted before the certificate will be awarded.

Students who complete the 24 credit-hour certificate are eligible to use our computerized placement service and otherwise work as paralegals for a practicing attorney. Students should be aware that there are legal restrictions on the practice of law by laymen.

Students pursuing this certificate program should be aware that the American Bar Association requires that a minimum nine (9) credit hours must be completed face-to-face or in a synchronous/live online modality.

Students electing to earn a certificate in Paralegal Studies are eligible to apply credits earned toward completion of the Associate in Applied Science degree.

F = Fall only course S = Spring only course U = Summer only course

Required:

Number	Course Title	Credits
PLS 101	Introduction to Paralegal Studies	3
PLS 103	Litigation	3
PLS 115	Legal Research and Writing	3
PLS 208	Internship in Paralegal Studies or	
PLS 215	Today's Law Office (F)	3
PLS 216	Ethics, Legal Writing and the Law Office	3

Electives: Select at least 9 credit hours from the following courses, providing the combination has the approval of the coordinator or an academic advisor.

Number	Course Title	Credits
LEJ 201	Criminal Law ¹ or	
LEJ 202	Criminal Procedures	3
PLS 105	Family Law (F)	3
PLS 110	Law Office Technology	3
PLS 123	Real Property Law (S)	3
PLS 200	Probate (S)	3
PLS 201	Tort Law	3
PLS 202	Estate Planning (S)	3
PLS 205	Contract Law	3
PLS 206	Environmental Law (S)	3
PLS 210	Corporate and Securities Law	3
PLS 212	Law Office Management	3
PLS 221	Bankruptcy Law (F)	3
PLS 222	Intellectual Property (S)	3
PLS 224	Commercial Real Estate Law	3
PLS 225	Immigration Law	3
PLS 230	Topics in Paralegal Studies	3

¹ Students may take LEJ 201 or LEJ 202, but not both. Prerequisite of LEJ 101 will be waived for Paralegal Studies certificate students.