

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

**Required:**

Number	Course Title	Credits
PLS 101	Introduction to Paralegal Studies .....	3
PLS 102	Fundamentals of Legal Research .....	3
PLS 103	Litigation .....	3
PLS 208	Internship in Paralegal Studies or	
PLS 215	Today's Law Office .....	3
PLS 223	Computer-Assisted Legal Research .....	3

**Electives: Select at least 9 credit hours from the following courses, providing the combination has the approval of the coordinator or a Student Development faculty member.**

Number	Course Title	Credits
LEJ 201	Criminal Law <sup>1</sup> or	
LEJ 202	Criminal Procedures .....	3
PLS 105	Family Law .....	3
PLS 123	Real Property Law .....	3
PLS 200	Probate .....	3
PLS 201	Tort and Insurance Law .....	3
PLS 202	Estate Planning .....	3
PLS 205	Contract Law .....	3
PLS 206	Environmental Law .....	3
PLS 210	Corporate and Securities Law .....	3
PLS 212	Law Office Management .....	3
PLS 220	Community Law .....	3
PLS 221	Bankruptcy Law .....	3
PLS 222	Intellectual Property .....	3
PLS 224	Commercial Real Estate Law .....	3
PLS 230	Topics in Paralegal Studies .....	3

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