

PARALEGAL SKILLS, CAREER AND TECHNICAL CERTIFICATE

The Career and Technical Certificate in Paralegal Studies (CTC Paralegal) is designed to assist students in learning basic legal concepts for immediate employment. Each student will complete nine (9) credit hours of designated course work and will complete an assessment for online legal research skills using Westlaw by Thomson Reuters. Students who successfully complete the assessment will receive a Westlaw Fundamentals for Paralegals Certificate from Westlaw. This CTC can be taken alone or in conjunction with the Certificate of Technical Studies or the Associate of Arts in Paralegal Studies.

| Code | Title | Hours |
|-----------------------------------|--------------------------------|----------|
| Major Courses ¹ | | |
| PARL 1000 | Intro to Law and the Para Prof | 3 |
| BUSN 1150 | Survey of Microcomputer App | 3 |
| PARL 1100 | Legal Research | 3 |
| or PARL 2000 | Case Analysis and Writing | |
| Total Hours | | 9 |

¹ Must earn a grade of "C" or better.