

Foundations course requirements determined by entrance exam scores:

- ___ FM051 Foundations of Math I
- ___ FM052 Foundations of Math II
- ___ FW051 Foundations of Writing I
- ___ FW052 Foundations of Writing II



B.S. Paralegal

Key for Sequencing -- Prerequisites must be met for every course

A= Take within first two quarters

B= Take within first 45 credits

C = Take within first 90 credits

D = Take after the first 90 credits

E = Take within last two quarters

Quarter: 1		Cr
A	CM121 Composition I	4
A	KY100 Keyboarding I	3
A	LA100 Legal Terminology	4
B	LA121 Introduction to Paralegal Studies	3
A	SS103 Global Citizenship (1st Quarter)	2
Total credits		16

Quarter: 2		Cr
B	BS110 Business Communications	4
B	CS111 Computer Information Systems	3
B	LA155 Legal Research I	4
B	SS140 Interpersonal Relations	4
Total credits		15

Quarter: 3		Cr
B	CS131 MS Office Professional I	3
B	LA170 Real Estate	3
B	LA180 Torts	3
B	MG110 Supervisory Management	4
C	Core Elective	4
Total credits		17

Quarter: 4		Cr
C	CS256 MS Office Professional II	3
B	LA185 Criminal Law and Procedure	3
B	LA196 Constitutional Issues	3
C	Core Elective	4
C	General Education Math Elective	4
Total credits		17

Quarter: 5		Cr
C	LA201 American Legal Systems	3
C	LA205 Litigation I	4
C	LA215 Law Office Procedures and Technology	4
C	LA240 Legal Writing I	4
Total credits		15

Quarter: 6		Cr
C	LA225 Administrative Law	3
C	LA235 Contracts	3
C	LA255 Ethics for the Law Office	4
D	General Education Elective	4
Total credits		14

Quarter: 7		Cr
C	LA265 Family Law	3
D	LA321 Probate Practice	3
D	LA323 Bankruptcy	3
D	General Education Elective	4
D	General Education Elective	4
Total credits		17

Quarter: 8		Cr
D	LA300 Law Office Management	4
D	LA410 Legal Research II	4
D	General Education Elective	4
D	General Education Elective	4
Total credits		16

Quarter: 9		Cr
D	LA420 Litigation II	4
D	LA425 Legal Writing II	4
D	Core Elective	4
D	General Education Elective	4
Total credits		16

Quarter: 10		Cr
D	LA305 Interviewing and Investigation	4
D	LA326 Corporate Business Structures	3
D	LA400 Alternative Dispute Resolution	3
D	General Education Elective	4
Total credits		14

Quarter: 11		Cr
D	LA450 Field Preparation	4
E	PD250 Career Development	1
D	General Education Elective	4
D	General Education Elective	4
D	General Education Elective	4
Total credits		17

Quarter: 12		Cr
E	LA499 BS Paralegal Internship	6
Total credits		6

Total Minimum Credits 180

Course recommendations based on this sequence will be made each quarter by the academic staff. There is a probability that a student who has transfer credits, takes a quarter(s) off, does not successfully complete classes, or chooses not to follow the recommended sequence will be required to take classes at another campus or on line. The length of this program may be extended one or more quarters for students who are required to take foundations classes. Foundations classes must be taken in the first quarter (or two when multiple classes are required). Refer to the current school catalog for additional requirements and policies.

Signature indicating agreement: _____

Date: _____

Print Name: _____

Student ID: _____