



Academic Map: Certificate of Achievement (CA) Paralegal Studies

Certificate of Achievement (C.A.) | 32 Total Credits | CSN Degree Code: LAW-CT | Catalog Year: 2022-2023 |

Business Business, Hospitality & Public Service Department of Business Administration

Jobs and Employment Information: <https://www.csn.edu/businessarea>

DESCRIPTION: The Certificate of Achievement in Paralegal Studies is designed for students who hold an associate or baccalaureate degree. It is a program of study which qualifies its graduates to be employed in law and business related occupations, including private law firms, corporate departments and government entities.

TERM 1 – TOTAL CREDIT HOURS: 12

	<u>Credits</u>	<u>Pre-Requisite/Co-Requisite</u>	<u>Area</u>	<u>Min Grade</u>	<u>Milestones and Notes</u>
COM Elective – See an advisor/counselor	3	None	GE Com	C	
IS 101 Intro to Information Systems	3	None	Special Prog Req	C	
LAW 101 Fundamentals of Law I	3	None	Special Prog Req	C	Mandatory Advising Required
LAW 259 Legal Writing ¹	3	C- or up in ENG100 or 101 or 110 or 113 and IS 101 or Departmental Approval	Special Prog Req	C	Mandatory Advising Required

TERM 2 – TOTAL CREDIT HOURS: 13

	<u>Credits</u>	<u>Pre-Requisite/Co-Requisite</u>	<u>Area</u>	<u>Min Grade</u>	<u>Milestones and Notes</u>
LAW 231 Civil Procedure I	3	C- or up in LAW 101 and 259; Department approval	GE FA/Hum/SS	C	
LAW 253 Law Office Management	3	None	GE US/NV Cons	C	
LAW 261 Legal Research I	4	C- or up in LAW 101 and LAW 259	Special Prog Req	C	
LAW 263 Ethics	3	None	Special Prog Req	C	Mandatory Advising Required

TERM 3 – TOTAL CREDIT HOURS: 7

	<u>Credits</u>	<u>Pre-Requisite/Co-Requisite</u>	<u>Area</u>	<u>Min Grade</u>	<u>Milestones and Notes</u>
LAW 234 Civil Procedure II	3	C- or up in LAW 231	Special Prog Req	C	
LAW 262 Legal Research II	4	C- or up in LAW 261	Special Prog Req	C	Apply for Graduation

¹Students who need ENG 100 or 101 or 110 or 113 will complete a total of 35 credits for this certificate and may not be allowed entry into LAW 259.

