

PARALEGAL Pro-Certificate

Effective Date: 4.1.22

Program Chair: Jennifer Sorensen (jsorensen@tacomacc.edu)

***The Paralegal Preferred Pro-Certificate is awarded to students who have completed a Bachelor of Arts or Associate of Arts and Science degree and the 56 credits of paralegal certificate coursework.**

Name _____		SID _____	Advisor _____	Date _____	
Core Required Courses	Student must complete all 53 credits from this section			Credits	Offered
	CU 105	Word & Excel OR CU 102 & CU 103 (no prereq; CU100 recommended)		5	F,W,Sp,S
	*PLST 106	Legal Documentation Production (prereq: CU 105)		3	W,Sp,S
	*PLST 150	Paralegal Fundamentals and Ethics (prereq: completion of English Direct-Self-Placement Tool)		5	F,W,Sp,S
	*PLST 151	Legal Research & Writing I (prereq: completion of English Direct-Self-Placement Tool)		5	F,W,Sp
	*PLST 152	Intro to Civil Law (prereq: completion of English Direct-Self-Placement Tool)		5	F,W,Sp
	*PLST 153	Civil Procedure I		5	F,W,Sp
	*PLST 154	Computer Applications in the Law (prereq: PLST 106, CU 105)		3	F,Sp
	*PLST 156	Criminal Procedure for Paralegals (prereq: completion of English Direct-Self-Placement Tool)		5	F,W,Sp
	PLST 232	Interviewing & Investigations (prereq: completion of English Direct-Self-Placement Tool)		5	F,W,Sp
	PLST 233	Internship I (*Prereq: All *Courses -See Student Internship Manual)		5	F,W,Sp,S
	PLST 239	Transition Planning (prereq: PLST 150, PLST 152, PLST 153, PLST 106, and instructor permission)		1	F,W,Sp
	PLST 251	Legal Research & Writing II (prereq: PLST 151)		3	W,Sp,S
	PLST 253	Civil Procedure II (prereq: PLST 153)		3	W,Sp,S
	<i>Recommended but not required: PLST 149, CU 108</i>		Credit Subtotal:	53	
Legal Specialty Courses	Student must complete 3 credits from this section				
	PLST 221	Family Law		3	Sp
	PLST 222	Probate/Estate Planning		3	W
	PLST 223	Alternative Dispute Resolution (ADR)		3	S
	PLST 224	Real Estate Law		3	F
	PLST 225 n/o	Bankruptcy Law		3	-
	PLST 226 n/o	Administrative Law		3	-
	PLST 228	Employment Law		3	W
	PLST 230	Business Organization/Corporations		3	W
	PLST 231	Contracts/Commercial Transactions		3	F,Sp
	PLST 234	Internship II		5	F,W,Sp,S
	PLST 235 n/o	eDiscovery		3	-
PLST 237 n/o	Introduction to Tax Law		3	-	
			Credits:	3	56

n/o = Elective courses not currently offered this academic year.

F_____	W_____	Sp_____	S_____	F_____	W_____	Sp_____	S_____

Note: All courses must be completed with a grade of "C" or better in order to count towards certificate completion