

# Paralegal Certificate

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You must have completed a two-year associate of arts degree or a four-year degree and have satisfied JCCC and American Bar Association general education requirements prior to admission. Students will have fulfilled these general education requirements if they have 18 hours of general education credit from at least 3 of the 4 following disciplines: humanities, social science, and natural science or mathematics.

The following courses must be completed with a minimum GPA of 2.0 prior to application for admission to the paralegal program. A minimum of 18 hours of legal specialty courses must be taken at Johnson County Community College. Please contact Jay Nadlman (jnadlman@jccc.edu) for more information.

PARALEGALS MAY NOT PROVIDE LEGAL SERVICES DIRECTLY TO THE PUBLIC, EXCEPT AS PERMITTED BY LAW.

JCCC, as an ABA approved paralegal program, requires its students to take at least ten semester credits through traditional classroom instruction.

Students must earn a grade of "C" or higher in all LAW courses.

## Suggested Order of Courses

Students may take any number of courses each semester that will also allow them to fulfill their other personal and professional responsibilities.

(Major Code 489A; State CIP Code 22.0302)

- Paralegal (<http://www.jccc.edu/academics/law/paralegal>)
- Gainful Employment Data (<http://www.jccc.edu/academics/law/paralegal/gainful-employment/Gedt.html>)

## Prerequisites: Prior to admission

LAW 121	Introduction to Law	3
LAW 123	Paralegal Professional Studies	1
<b>Total Hours</b>		<b>4</b>

## First Semester

Paralegal Electives (see list below)		7
LAW 134	Introduction to Legal Technology*	3
LAW 132	Civil Litigation*	3
<b>Total Hours</b>		<b>13</b>

## Second Semester

Paralegal Electives (see list below)		4
LAW 201	Advanced Legal Technology*	3
LAW 195	Legal Research*	3
<b>Total Hours</b>		<b>10</b>

## Third Semester

LAW 205	Legal Analysis and Writing*	3
LAW 271	Legal Ethics, Interviewing and Investigation*	3
<b>Total Hours</b>		<b>6</b>

## Paralegal Electives

LAW 140	Alternative Dispute Resolution*	3
LAW 142	Torts*	3
LAW 148	Criminal Litigation*	3
LAW 152	Real Estate Law*	3
LAW 162	Family Law*	3
LAW 165	Forensic Science and the Law	3
LAW 171	Law Office Management	3
LAW 212	Business Organizations*	3

LAW 226	Immigration Law*	3
LAW 241	Wills, Trusts and Probate Administration*	3
LAW 245	Elder Law*	3
LAW 247	Intellectual Property Law*	3
LAW 266	Employment Law*	3
LAW 269	Bankruptcy Law*	3
LAW 270	Administrative Law*	3
LAW 275	Paralegal Internship I*	1
LAW 276	Paralegal Internship II*	1

**Total Program Hours: 33**