

2008-2009

PARALEGAL
Associate of Applied Science

STUDENT NAME _____ SS# _____
ADDRESS _____ CITY, STATE, & ZIP CODE _____
TELEPHONE (DAY) _____ EVE _____ ENROLLMENT DATE _____

PLACEMENT TESTING:

Alternative Exam:	Read	Writing	Math	*TSI COMPLETE/EXEMPT/WAIVED DATE: _____
Accuplacer/ASSET/COMPASS/THEA	_____	_____	_____	
ACT	_____	_____	_____	
SAT	_____	_____	_____	

*Texas Success Initiative Rules

DEVELOPMENTAL COURSES (enter grade) _____ Orin 101 - College Success
Reading: _____ None _____ READ 70 _____ READ 80 _____ READ 90 _____ Non Course Remediation
Writing: _____ None _____ ENGL 71 _____ ENGL 81 _____ ENGL 91 _____ Non Course Remediation
Math: _____ None _____ MATH 80 _____ MATH 85 _____ MATH 90 _____ Non Course Remediation

Major Courses			SCH	COLLEGE	SEM/YR	GRADE	COMMENTS
FIRST YEAR - FALL SEMESTER							
POFT	1319	Records & Information Management I	3				
SPAN	2313	Spanish for Spanish Speakers I or ARTS 1301	3				
POFI	2301	Word Processing	3				
LGLA	1307	Introduction to Law & Legal Professions	3				
POFT	1301	Business English	3				
FIRST YEAR - SPRING SEMESTER							
POFI	2340	Advanced Word Processing	3				
LGLA	1303	Legal Research	3				
LGLA	1342	Federal Civil Litigation	3				
POFT	2312	Business Correspondence & Communication	3				
		Mathematics / Natural Sciences Elective	4				
FIRST YEAR - SUMMER							
LGLA	1344	Texas Civil Litigation	3				
SPCH	1321	Business & Professional Speaking	3				
SECOND YEAR - FALL SEMESTER							
ENGL	1301	Composition	3				
LGLA	1353	Wills, Trusts & Probate Administration	3				
LGLA	2303	Torts & Personal Injury Law	3				
LGLA	2313	Criminal Law and Procedures	3				
LGLA	1305	Legal Writing	3				
SECOND YEAR - SPRING SEMESTER							
LGLA	1355	Family Law	3				
LGLA	2307	Law Office Management	3				
LGLA	2311	Business Organizations	3				
LGLA	2309	Real Property	3				
LGLA	2331	Advanced Legal Research & Writing	3				
SECOND YEAR - SUMMER							
PSYC	2301	General Psychology	3				
LGLA	2266	Practicum: Paralegal	2				

IDENTIFIES COURSES TO FULFILL MINIMUM 15 HOURS GENERAL EDUCATION REQUIREMENT

STUDENT'S SIGNATURE _____ DATE _____ FACULTY/ADVISOR'S SIGNATURE _____ DATE _____

2008-2009 Paralegal, Associate of Applied Science

PRE-REQUISITES:

POFT	1319	RECORDS AND INFORMATION MANAGEMENT I <i>Prerequisite: None.</i>
SPAN	2313	SPANISH FOR SPANISH SPEAKERS I <i>Prerequisite: None.</i>
ARTS	1301	ART APPRECIATION <i>Prerequisite: READ 0080 or equivalent.</i>
POFI	2301	WORD PROCESSING <i>Prerequisite: POFT 1227 or permission from the department.</i>
LGLA	1307	INTRODUCTION TO LAW & LEGAL PROFESSIONS <i>Prerequisite: None.</i>
POFT	1301	BUINESS ENGLISH <i>Prerequisite: None.</i>
POFI	2340	ADVANCED WORD PROCESSING <i>Prerequisite: POFI 2301.</i>
LGLA	1303	LEGAL RESEARCH <i>Prerequisite: None.</i>
LGLA	1342	FEDERAL CIVIL LITIGATION <i>Prerequisite: LGLA 1307.</i>
POFT	2312	BUSINESS CORRESPONDENCE & COMMUNICATION <i>Prerequisite: POFT 1301.</i>
LGLA	1344	TEXAS CIVIL LITIGATION <i>Prerequisite: LGLA 1307 and LGLA 1342.</i>
SPCH	1321	BUSINESS & PROFESSIONAL SPEAKING <i>Prerequisite: Completion of READ 0080 or equivalent.</i>
ENGL	1301	COMPOSITION <i>Prerequisite: A score of 60+/E-6, E-7, E-8 or 80+/E-5 on the ACCUPLACER Exam for Writing, equivalent placement score, or completion of ENGL 0091 with a grade of "C" or better; and a score of 61 on the ACCUPLACER Exam for Reading, the completion of READ 0080 or equivalent.</i>
LGLA	1353	WILLS, TRUSTS & PROBATE ADMINISTRATION <i>Prerequisite: LGLA 1307.</i>
LGLA	2303	TORTS & PERSONAL INJURY LAW <i>Prerequisite: LGLA 1307.</i>
LGLA	2313	CRIMINAL LAW AND PROCEDURES <i>Prerequisite: LGLA 1307.</i>
LGLA	1305	LEGAL WRITING <i>Prerequisite: POFT 2312.</i>
LGLA	1355	FAMILY LAW <i>Prerequisite: LGLA 1307.</i>
LGLA	2307	LAW OFFICE MANAGEMENT <i>Prerequisite: LGLA 1307.</i>
LGLA	2311	BUSINESS ORGANIZATIONS <i>Prerequisite: LGLA 1307.</i>
LGLA	2309	REAL PROPERTY <i>Prerequisite: LGLA 1307.</i>
LGLA	2331	ADVANCED LEGAL RESEARCH & WRITING <i>Prerequisite: LGLA 1303, LGLA 1305, and LGLA 1307.</i>
PSYC	2301	GENERAL PSYCHOLOGY <i>Prerequisite: Completion of READ 0080 with a grade of "C" or better or equivalent.</i>
LGLA	2266	PRACTICUM: PARALEGAL <i>Prerequisite: Students enrolled in the Associate Degree program must have completed 46 semester credit hours.</i>

MATHEMATICS / NATURAL SCIENCES ELECTIVE - 4 CREDITS (Depending on the course, check the catalog for pre-requisites.)