



# Fresno City College

PARALEGAL  
2018-2019

Name: \_\_\_\_\_

ID: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor Contact: \_\_\_\_\_

**Major Requirements: 37 units**

**A grade of "C" or better is required in the following courses**

CERTIFICATE OF ACHIEVEMENT (F.2550.CA)	C-ID	Units	Completed	In Progress	Planned
BA 20, Law & the Legal System		3			
BT 28, Microsoft Word I		1.5			
BT 29, Microsoft Word II		1.5			
PLEGAL 1, Introduction to Paralegalism		3			
PLEGAL 2A, Legal Research and Writing I		3			
PLEGAL 2B, Legal Research and Writing II		3			
PLEGAL 6A, Litigation I		3			
PLEGAL 6B, Litigation II		3			
PLEGAL 7, Law Office Practices		3			
PLEGAL 14, Law Office Computing		3			
PLEGAL 19, Work Experience (Cooperative), Occupational		4			
<b>COURSE OPTIONS: Select a minimum of six (6) units from:</b>					
PLEGAL 3, Family Law		3			
PLEGAL 4, Probate		3			
PLEGAL 5, Business Organizations		3			
PLEGAL 8, Torts/Contracts		3			
PLEGAL 10, Criminal Law and Procedure		3			
PLEGAL 11, Evidence		3			
PLEGAL 12, Bankruptcy		3			
PLEGAL 13, Discovery and Trial Preparation		3			
PLEGAL 15, Debt Collection & Enforcement of Judgments		3			
PLEGAL 17, Administrative Law/Workers Compensation		3			
PLEGAL 18, Employment Law		3			
PLEGAL 20, Civil Rights and Liberties		3			
PLEGAL 156/BT 140, Legal Document Processing		3			

**Notes:**

1. Some of the above courses may have prerequisites. See the catalog or schedule of classes.

2. The *Certificate of Achievement* requires completion of the major (37 units) with a “C” or better grade in each course.
3. Talk to a counselor about adding the Microsoft Work Certificate (F.2323.CN)