FULLERTON COLLEGE 2019– 2020

Courses Accepted by **ABA** for **Paralegal Studies General Education**

PARALEGAL STUDIES ASSOCIATE IN SCIENCE DEGREE GENERAL EDUCATION

Twenty-four (24) units total minimum requirement – Three (3) units in each of the following eight (8) sub-categories

****Complete all courses with a grade of "C" or better****

NOTE: Courses in ***Bold Italics*** are new courses approved by the ABA.

Legend: **C** = Completed; **IP** = In Progress; **R** = Remaining	C	IP	R
AREA A: LANGUAGE AND RATIONALITY (6 units)			
A1. - Written Communication (3 units): **ENGL** 100 F or 100HF, ***101 F***			
A2. - Analytical Thinking (3 units): **BUS** 112 F; **COMM** 100 F, 105 F, 120 F, 124 F, 135 F; **ENGL** 103 F or 103HF, 104 F; **JOUR** 110 F or 110HF; **MATH** 120 F* or 120HF*; **PHIL** 170 F, 172 F; **PSY** 161 F* *(beg F 13)* or 161HF*; **READ** 142 F; **SOSC** 125 F;			
AREA B: NATURAL SCIENCES AND MATHEMATICS (6 units)			
B1. - Physical Sciences and Life Sciences (3 units) Physical Sciences: **CHEM** 100 F, 101 F, 103 F, 107 F, 111AF, 111BF *(beg F 13);* **ESC** 100 F, 100LF, 102 F, 103 F, 104 F, 105 F, 106 F, 107 F, 110 F, 116 F, 116LF, 120 F, 130 F or 130HF, 190 F; **GEOG** 102 F or 102HF; **PHYS** 120 F, 130 F, 205 F, 206 F *(beg F 13),* 211 F *(beg F 13),* 221 F, 222 F *(beg F 13),* 223 F *(beg F 13);* **TECH** 088 F Life Sciences: **ANAT** 231 F *(beg F 12)*, 240 F *(beg F 13)*; **ANTH** 101 F or 101HF; **BIOL** 100 F *(beg F 11),* 101 F or 101HF, 102 F, 104 F, 108 F *(beg F 11),* 109 F, 141 F, 170 F, 190 F, 222 F, 266 F *(beg F 11),* 268 F *(beg F 11),* 272 F *(beg F 11),* 274 F; **ENVS** 105 F, 105LF, 106 F, 126 F; **HORT** 152 F *(beg F 13),* 205 F *(beg F 13)*, 207 F *(beg F 13)*; **MICR** 220 F *(beg F 13),* 262 F *(beg F 13)*; **NUTR** 210 F or ***210HF***			
B2. - Mathematics (3 units): **MATH** 040 F, 041 F, 043 F or higher within the Math Division; **PSY** 161 F* *(beg F 13)* or 161HF*			
AREA C: ARTS AND HUMANITIES (6 units)			
C1. - Visual Arts, Music, Theatre and Dance (3 units) **ART *100 F***, 110 F, 112 F, 113 F or 113HF, 114 F, 115 F, 116 F, 117 F *(beg F 13),* ***211 F***, 212 F, 213 F; **CRTV** 121 F, 126AF, 126BF; **DANC** 101 F *(beg F 11),* 200 F, 210 F*;* **FASH** 242 F, 244 F; **IDES** 180 F; **MUS** 113 F, 115 F, 116 F, 117 F, 118 F, 119 F; **PHOT** 111 F *(beg F 09);* **THEA** 104 F, 105 F *(beg F 12),* 109 F			
C2. - Literature, Philosophy, Religion and Foreign Language (3 units) **CDES** 242 F; **ENGL** 102 F or 102HF, 105 F, 203 F, 204 F, 207 F, 208 F, ***209 F*** (*beg F 19*), 210 F, 211 F or 211HF, 212 F or 212HF, 214 F,221 F or 221HF, 222 F or 222HF, 224 F or 224HF, 225 F or 225HF, 234 F or 234HF, 239 F, ***240 F***, 243 F or 243HF, 245 F, 246 F, 248 F, 249 F, 251 F, 254 F *(beg F 10)*; **ETHS** 130 F*; **HIST** 110 F* or 110HF, 111 F* or 111HF*, 112 F* or 112HF*, 113 F* or 113HF*, 154 F*, 170 F* or 170HF*, 171 F* or 171HF*, 270 F*; **PHIL** 100 F or 100HF, 101 F, 105 F or 105HF, 135 F, 160 F, 195 F, 200 F *(beg F 11),* 201 F *(beg F 11),* 202 F *(beg F 11),* 210 F *(beg F 11*), 220 F, 225 F (beg *F 17*), 250 F *(beg F 11),* 270 F *(beg F 11)*; **Foreign Language** 101 F or 101HF, 102 F or 102HF, 201 F, 203 F, 204 F, 205 F, 206 F, 207 F			
AREA D: SOCIAL AND BEHAVIORAL SCIENCES (6 units)			
D1. - Social, Political and Economic Institutions (3 units) **ACCT** 205 F; **ANTH** 107 F or 107HF, 209 F, 211 F; **BUS** 100 F, 131 F, 240 F or 240HF *(beg F 12)*, 242 F, 245 F; **ECON** 101 F or 101HF; **ETHS** 101 F or ***101HF***, ***111 F***, 118 F *(beg F 13)*, 129 F, 130 F* *(beg F 11),* 131 F, 150 F, 151 F, 152 F, 153 F or 153HF, 160 F *(beg F 13)*, 170 F, 171 F, ***235 F*** or ***235HF***; **GEOG** 100 F or 100HF, 130 F, 262 F; **HIST** 110 F* or 110HF*, 111 F* or 111HF*, 112 F* or 112HF*, 113 F* or 113HF*, 127 F, 151 F *(beg F 11),* 152 F *(beg F 11),* 154 F*, 160 F, 161 F, 165 F *(beg F 11)* or 165HF, 170 F or 170HF*, 171 F or 171HF*, 190 F, 191 F, 270 F*, 275 F *(beg F 11);* **MKT** 100 F; **POSC** 100 F or 100HF, 110 F *(beg F 11)* or 110HF, 120 F, 150 F, 200 F, 215 F *(beg F 07),* 216 F, 220 F, 230 F *(beg F 07),* 275 F *(beg F 11);* **SOC** 201 F, 230 F or 230HF, 277 F or 277HF, 285 F, 290 F, 292 F			
D2. - Social Behavior and Self-Understanding (3 units) **ANTH** 102 F or 102HF, 103 F *(beg F 11)* or 103HF, 105 F, 231 F*(beg F 13)*; **BUS** 181 F (*beg F 17*), 201 F; **CDES** 120 F, 140 F, 201 F; **COUN** 163 F; **GEOG** 160 F; **JOUR** 110 F *(beg F 13)*; **PE** 248 F *(beg F 13)*, 243 F, 244 F; 250 F; **PSY** 101 F or 101HF, 110 F, 120 F, 131 F, 139 F, 145 F *(beg F 11),* 202 F *(beg F 11)* or 202HF, 221 F, 222 F *(beg F 11),* 233 F, 251 F *(beg F 11)* or 251HF; **SOC** 101 F or 101HF, 102 F, 225 F *(beg F 07)* or 225HF, 250 F, 275 F or 275HF; **SOSC *130 F***; **WMNS** 100 F or 100HF			

GRADUATION REQUIREMENT FOR ASSOCIATE IN SCIENCE DEGREE

1. Completion of **27** units of specified course work in the major with a grade of **"C" or better** (see reverse side).
2. Completion of **24 units of general education** as shown above with a grade of **"C" or better** in all courses (note this is different from the standard AA/AS degree general education list for other majors at Fullerton College).
3. Completion of **one (1) unit of physical education activity**; or AJ 135 F or PE 243 F or PE 266 F or WELL 242 F. The exception for 21 year-olds no longer applies.
4. Completion of the **Multicultural requirement** - **this can also count as a GE course** (see below).
5. Completion of MATH 040 F or higher satisfies the Math graduation requirement.
6. Completion of additional units will be needed to meet the total of at least **60 degree applicable units** required for graduation. An overall **GPA of 2.0** (or better) is required.

MULTICULTURAL EDUCATION REQUIREMENT

Every student must complete the **Multicultural Education Requirement to graduate with an AS degree**. Refer to the current college catalog for courses that meet this requirement. **Note**: You may use the same course to meet both the Multicultural and a general education requirement as long as the course is also on the above General Education list for the Paralegal AS degree.

For example, SOC 101 F meets both the Multicultural and a GE requirement for D2.

READING REQUIREMENT

Completion of a degree (AA/AS or higher) from a regionally accredited college or university confirmed by submission of an official transcript from a regionally accredited college or university **OR** test into READ 142 F if taken prior to 11/16/2018, or a reading proficiency test approved by the Fullerton College Reading Department **OR** a passing grade of "C" or better in READ 096 F (formerly READ 056BF), READ 142 F, ESL 185 F or ESL 189 F; or an equivalent course with a grade of "C-" or higher confirmed by submission of official transcripts from a regionally accredited college or university **OR** a passing grade of "C" or better in any course in the IGETC (1B); or CSU GE (A3) Critical Thinking category; or an equivalent course with a grade of "C-" or higher confirmed by submission of official transcripts from a regionally accredited college or university **OR** a passing grade of "C" or better in the Fullerton College AA/AS degree General Education pattern Area A2 (Analytical Thinking), or an equivalent course with a grade of "C-" or higher confirmed by submission of official transcripts from a regionally accredited college or university.

*Courses can be used in only one area (A-D).

PARALEGAL STUDIES 2019 – 2020

PARALEGAL STUDIES ASSOCIATE IN SCIENCE (AS) DEGREE

The Fullerton College's **ABA-approved curriculum** leads to an **Associate in Science (AS) Degree** and entry-level employment in a paraprofessional capacity as an assistant to an attorney in private practice, in a governmental agency, or in private industry. This degree requires **27** units, of which **21** are in **required** courses. An **additional 6 units** must be chosen from the restrictive electives listed below. A **minimum grade of** "**C**" is required in all required and restrictive elective courses.

Paralegals may perform many tasks under the supervision of a licensed attorney including preparation of forms and pleadings, interviewing clients, researching and writing legal documents, managing in a law office, and preparing word processing forms and documents. **This program is not intended to prepare students for the practice of law.** The Paralegal Studies program is approved by the **American Bar Association (ABA)**.

PARALEGAL STUDIES CERTIFICATE

The Paralegal Studies Certificate requires the completion of **30** units of which **21** are in the required courses below. An **additional 9 units** must be chosen from the restrictive electives listed below. A minimum grade of "C" is required in each course. All required courses must be completed at Fullerton College. Students must possess an AA, AS, BA, BS or higher degree from a **regionally-accredited** college. Students with an Associate degree must have their transcript(s) evaluated for General Education requirements as listed in the GE requirements for an Associate of Science in Paralegal Studies.

Because this is an American Bar Association approved program, students who wish to transfer in Paralegal Studies units (up to a maximum of six (6) Restrictive Electives) must obtain prior approval from the Paralegal Department Coordinator or the Business Division Dean.

Required Courses

PLEG 101 F	Introduction to Paralegal Studies (3)
PLEG 104 F	Introduction to Legal Research and Terminology (3) *(formerly PLEG 103 F)*
PLEG 105 F*****	Introduction to Legal Writing (3) *(formerly PLEG 102 F)*
PLEG 116 F	Computers in the Law Office (3)
PLEG 201 F*****	Civil Litigation I (3)
PLEG 202 F*****	Civil Litigation II (3)
PLEG 207 F*****	Computer Assisted Legal Research (3)

Restrictive Electives

PLEG 090 F*****	Contemporary Issues in the Law (1-3)
PLEG 203 F*****	Torts Law (3)
PLEG 204 F*****	Family Law (3)
PLEG 205 F*****	Probate, Wills, and Trusts (3)
PLEG 206 F*****	Bankruptcy Law and Procedure (3)
PLEG 208 F*****	Workers' Compensation Law (3)
PLEG 209 F*****	Criminal Law and Procedure (3)
PLEG 210 F*****	Paralegal Internship (2-4)
PLEG 211 F*****	Real Property Law and Procedure (3)
PLEG 213 F*****	Employment and Labor Law (3)
PLEG 214 F*****	Contract Law and Procedure (3)
PLEG 215 F*****	Discovery in Electronic Age (3)
PLEG 216 F	Computers in the Law Office II (3)
PLEG 217 F*****	Immigration Law (3)
PLEG 218 F	Entertainment and Sports Law (3)
PLEG 219 F*****	Intellectual Property (3)
PLEG 220 F*****	Elder Law (3)
PLEG 221 F	Ethics for Paralegals (2)
PLEG 223 F*****	Advanced Legal Research and Writing (3)
PLEG 225 F	Law Office Management (3)
PLEG 226 F	Constitutional Law (3)
PLEG 227 F	International Law (3)

Recommended Electives

CIS 100 F	Introduction to Personal Computer Applications (4)

***** Requires completion of prerequisites before enrollment.

The Paralegal Studies major requires **restricted general education**.
See the reverse side of this sheet for a list of the general education courses approved by the ABA.

Paralegal Counselor: Olivia Barajas

Revised **7/2019** (Dr. Lee/KTran)(KJH)

PARALEGAL STUDIES 2019 – 2020
ASSOCIATE IN SCIENCE DEGREE
FULLERTON COLLEGE

PROGRAM CODE: 2S08434

This program is not intended to prepare students for the practice of law.
*** Program plan will depend on placement results. This program could be adjusted. ****
PLEASE NOTE: Students commencing their education at Fullerton College with or after Fall 2017 should note PLEG 216 F is no longer a required course but may be taken as a restricted elective. Additionally, 200-level required courses are not offered every semester.

DEGREE-ORIENTED PARALEGAL STUDENTS

FIRST SEMESTER	***UNITS***
PLEG 101 F Introduction to Paralegal Studies	3
PLEG 104 F Introduction to Legal Research and Terminology	3
PLEG 116 F Computers in the Law Office	3
Area A1 *(Written Communication)*: ENGL 100 F, 100HF or ENGL 101 F	4-5
P.E. Activity	1
Total:	**14-15**

SECOND SEMESTER	***UNITS***
PLEG 105 F Introduction to Legal Writing (1)	3
3 units of Paralegal Restrictive Electives	3
Area A2 *(Analytical Thinking)*	3
Area B2 (Mathematics) MATH 40 F or higher	4
Area D1 *(Social, Political and Economic Institutions)*	3
Total:	**16**

THIRD SEMESTER	***UNITS***
PLEG 201 F Civil Litigation I (2)	3
PLEG 207 F* Computer-Assisted Legal Research (if offered) (2)	3
Area C1 (*Visual Arts, Music, Theatre, and Dance*)	3
Area C2 *(Literature, Philosophy, Religion, and Foreign Language)*	3-5

** All 200 F level classes (except PLEG 216 F, PLEG 218 F, PLEG 221 F & PLEG 225 F) require the successful completion of PLEG 101 F & 104 F. PLEG 105 F requires a minimum completion of PLEG 101 F, 104 F, & ENGL 100 F, 100HF, or ENGL 101 F before a student is allowed to register.*
Please Note: PLEG 210 F and PLEG 223 F have additional requirements.

Total:	**12-15**

FOURTH SEMESTER	***UNITS***
PLEG 202 F Civil Litigation II (3)	3
3 Units of Paralegal Restrictive Electives	3
Area B1 (*Physical Sciences and Life Sciences*)	3-4
Area D2 *(Social Behavior and Self-Understanding*)	3
Optional: Students are encouraged to take PLEG 210 F Internship	2-4
Total:	**12 or 14-17**

(1) Upon successful completion of prerequisites: ENGL 100 F, 100HF, OR 101 F, PLEG 101 F, & PLEG 104 F.
(2) Upon successful completion of prerequisites: PLEG 101 F and PLEG 104 F with a grade of 'C' or better.
(3) Upon successful completion of prerequisites: PLEG 101 F, PLEG 104 F and PLEG 201 F.

In choosing General Education courses, make sure one course meets the Multicultural Requirement.

Note: Students must have a minimum of 27 Paralegal Studies units for the degree.

PARALEGAL STUDIES 2019 – 2020
CERTIFICATE PROGRAM
FULLERTON COLLEGE

PROGRAM CODE: 2C21275

This program is not intended to prepare students for the practice of law.
*** Program plan will depend on placement results. This program could be adjusted. ****
***PLEASE NOTE:* Students commencing their education at Fullerton College with or after Fall 2017 should note PLEG 216 F is no longer a required course but may be taken as a restricted elective. Additionally, 200-level courses are not offered every semester.**
While some students are able to complete the program in three semesters instead of four, it is recommended that this sequencing plan be followed to ensure student comprehension of difficult legal concepts as well as employability in the legal industry.

CERTIFICATE-ORIENTED PARALEGAL STUDENTS

FIRST SEMESTER	***UNITS***
PLEG 101 F Introduction to Paralegal Studies	3
PLEG 104 F Introduction to Legal Research and Terminology	3
PLEG 116 F Computers in the Law Office	3
ENGL 100 F, 100HF, or ENGL 101 F *(if necessary)*	4-5
Total:	**9-14**

SECOND SEMESTER	***UNITS***
PLEG 105 F Introduction to Legal Writing (1)	3
3-6 Units of Paralegal Restrictive Electives (090 F & 200 F* level courses)	3-6
Total:	**6-9**

THIRD SEMESTER	***UNITS***
PLEG 201 F Civil Litigation I (2)	3
PLEG 207 F* Computer-Assisted Legal Research (if offered) (2)	3
3 Units of Paralegal Restrictive Electives (090 F & 200 F* level courses)	3

** All 200 F level classes (except PLEG 216 F, PLEG 218 F, PLEG 221 F and PLEG 225 F) require the successful completion of PLEG 101 F and 104 F. PLEG 105 F requires a minimum completion of PLEG 101 F, 104 F, and ENGL 100 F, 100HF, or ENGL 101 F before a student is allowed to register.*
***Please Note:** PLEG 210 F and PLEG 223 F have additional requirements.*

Total:	**9**

FOURTH SEMESTER	***UNITS***
PLEG 202 F Civil Litigation II (3)	3
3 Units of Paralegal Restrictive Electives (090 F & 200 F* level courses)	3
Optional: Students are encouraged to take PLEG 210 F Internship Course	2-4
Total:	**6 or 8-10**

(1) Upon successful completion of prerequisites: ENGL 100 F, 100HF, or ENGL 101 F, PLEG 101 F, & PLEG 104 F.
(2) Upon successful completion of prerequisites: PLEG 101 F and PLEG 104 F with a grade of a "C" or better
(3) Upon successful completion of prerequisites: PLEG 101 F, PLEG 104 F and PLEG 201 F.

NOTE: Students must have a minimum of 30 Paralegal Studies units for the certificate.