

Certificate Paralegal Studies 25-26



ABOUT THIS MAJOR

This program is provided to teach the skills necessary to be an active paralegal professional in the modern legal services provider system. The student will learn the basic forms of litigation, the preparation of legal documents, the ethics of the

legal profession, basic computer and application software, legal research, and all the functions necessary to assist attorneys in the service of their clients. After successfully completing the course, the student may identify themselves as a Paralegal in compliance with California Business & Professions Code 6450. **Students must have completed an associate or a bachelor's degree that included 18 units of academic subjects before being admitted to the program.**

For more information on Legal Assisting (Paralegal), visit the [Social and Behavioral Sciences](#) division.

TO EARN CERTIFICATE A STUDENT MUST COMPLETE THE FOLLOWING:

- [1] Completion of a minimum of 60-semester units or 90 quarter units of degree applicable courses
- [4] Minimum overall grade point average of 2.0
- [5] A C or better in all courses required for the major

Certificate- Paralegal Studies

[Total Units Required for the Major 30]

Required Courses (Total 24 units)	
PARL100 - Introduction to Law and Ethics	3
PARL101 - Civil Litigation I	3
PARL102 - Civil Litigation II	3
PARL103 - Contracts	3
PARL104 - Torts	3
PARL105 - Family Law	3
PARL109 - Legal Research and Law Office Technology	3
PARL110 - Legal Analysis and Writing	3

Program Electives (Total 6 units)	
PARL106 - Real Property	3
PARL107 - Wills, Trusts, and Probate	3
PARL108 - Criminal Litigation	3

RECOMMENDED PATHWAY

Certificate Paralegal Studies

The Recommended Plan of Study is determined by the discipline faculty. Take classes in **Summer** or **Intersession** if needed to complete your degree in a timely manner!

Fall/Spring: Max 19 units | Summer: Max 9 units | Intersession: Max 6 units

***There is no general education required to complete a certificate**

Major ☐

Program Elective ☒

SEMESTER 1

Course Advisement	Units
☐ PARL 100	3
☐ PARL 101	4
☐ PARL 104	4
☐ PARL 105	3
☐ PARL 109	3
Total Semester Units	15

SEMESTER 2

Course Advisement	Units
☐ PARL103	4
☐ PARL110	3
☐ PARL102	3
☒ Program Elective: PARL 106 or PARL 107 or PARL 108	3
☒ Program Elective: PARL 106 or PARL 107 or PARL 108	3
Total Semester Units	15

TOTAL UNITS FOR THE CERTIFICATE	30
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COUNSELING NOTE SECTION

Prerequisite: If a course is listed as a prerequisite for another course, that prerequisite course must be completed with a satisfactory grade to enroll in the next course. A satisfactory grade is a grade of "A," "B," "C" or "P". Students who enroll in classes for which they do not meet the prerequisites will be involuntarily dropped. Students will be notified of this involuntary drop. Title 5, Section 55200(d)

Application for Graduation:

Antelope Valley College awards degrees three times annually following the Fall, Spring, and summer semesters. Students must apply for graduation to earn their degree or certificate. **Applications are due by September 6 for spring/summer graduates and by February 14 for fall graduates.**

AVC 25-26 CATALOG: [ACADEMIC POLICIES](#)

INFORMATION and RESOURCES

Tutoring Assistance	Career Center	AVC Student Health Services
Transfer Center	Office of Students with Disabilities	Palmdale Center
Basic Needs	Financial Aid	Counseling Division