



Cerritos College

Dear Prospective Paralegal Student:

Thank you for your interest in our Paralegal Program at Cerritos Community College. We have been an American Bar Association approved program since 1986. Our faculty members are either practicing attorneys, judges, or paralegals, all of whom have extensive practical experience in the subject matters they teach.

Our program emphasizes not only substantive law, but also concentrates on learning how to draft court forms and documents used in the "real world." We are fortunate to have a complete law section in Cerritos College's library so our students do not have to go off campus to do any legal research for class projects. We also have a state of the art computer lab dedicated to our paralegal students with over 38 work stations with the latest legal software used in the legal community. Our elective Work Experience class offers internship opportunities that are second to none.

Our program has two available tracks; a graduate from either is considered a paralegal pursuant to California Business & Professions Code section 6450(c). For those who do not have an A.A. or higher degree, we offer an Associates of Arts degree in Paralegal Studies. This requires 60 units to graduate, comprised of 33 units of paralegal classes, 18 units of general education classes, and 9 units of elective classes.

For those who already have an A.A. or higher degree (e.g., B.A, B.S., etc.), we have a Certificate Program that requires completion of 22 units of required paralegal classes, plus 6 units of legal specialty classes from Section "B" of the Program Requirements denoted by an asterisk (*) for a total of 28 units. Upon successful completion of these units, you will receive your Paralegal Certificate.

Also, we are pleased to be associated with National University for those interested in earning a Bachelor's Degree in Paralegal Studies. All classes required to achieve the Bachelor's Degree are conducted on Cerritos College's campus, with National University giving our students a significant tuition reduction. Students can dual enroll with Cerritos College and National University and can transfer select units from their A.A. degree toward their Bachelor's Degree. If this is of interest to you, look for National University's information on our Paralegal Program webpages.

If you have any questions about our program, please contact me by e-mail at bgreenberg@cerritos.edu or call me at (562) 860-2451 extension 2741. Our Program Assistant, Andrea Cano, and Program Facilitator, Araceli Lopez, are also available at extension 2703. Finally, make sure to view the "FAQ page" on our Paralegal Program website at www.cerritos.edu/business-legal, where many of your initial questions will be answered.

Very truly yours,

Bruce A. Greenberg, Esq.
Paralegal Program Director
Law Department Chair