

NATIONAL UNIVERSITY

CERRITOS COLLEGE STUDENTS & ALUMNI  
TRANSFER AND EARN A

# BACHELOR OF SCIENCE IN PARALEGAL STUDIES

## GET THE CREDIT YOU DESERVE

At National University, we make the process of transferring as smooth and seamless as possible. As a transfer-friendly school, we have an articulation agreement with Cerritos College so you can get the credit you deserve for your previous coursework.

### Here are just a few benefits of transferring to NU:

- Easily transfer your California community college credits
- Many of Cerritos College's Paralegal classes articulate, saving you time and money
- Start sooner and finish faster with four-week classes
- Flexible evening class schedules
- One-on-one academic advisement
- Save on tuition costs with financial aid scholarship opportunities, including the 15% Cerritos College scholarship for current students and alumni

## CONTACT US

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## BS in Paralegal Studies highlights:

- ABA approved since 2007
- Transfer up to 8 prerequisite courses from your paralegal associate degree
- Accredited by the Western Association of Schools and Colleges (WASC)
- Convenient class location at Cerritos College and a proposed Fall 2018 program start (both pending WASC approval)
- Strong emphasis on legal research and writing
- Covers most major areas of law
- Additional education and training to set you apart in the market

Paralegals may not provide legal services directly to the public, except as permitted by law.



NATIONAL  
UNIVERSITY

## MAJOR IN PARALEGAL STUDIES

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This paralegal degree is approved by the American Bar Association. The Bachelor of Science paralegal degree program is intended to provide students with the professional skills required to serve the legal community effectively and ethically as a paralegal or legal assistant. The paralegal degree combines both a comprehensive academic curriculum and practical education in the role of the paralegal in a legal environment. The curriculum is designed to enable students to understand and articulate legal theory and apply it ethically to paralegal professional practice.

The paralegal degree is offered and ABA-approved at the Los Angeles and Woodland Hills campuses and housed within the School of Professional Studies.

### Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Describe the American legal system and major areas of the law, such as Torts, Contracts, Property, and others, and understand the legal terminology in those areas.
- Identify legal issues and apply basic legal analysis in the context of a legal problem.
- Conduct legal research using manual and computer-assisted methods.
- Identify and apply proper legal remedies in the context of a legal problem.
- Use computers and other technology for law office and case management, document preparation, discovery, law and motion, and trial preparation.
- Demonstrate effective communication skills and the ability to convey relevant information to attorneys, clients, witnesses, and other persons.
- Demonstrate the ability to assist with preparing legal documents, and handling pre-trial and trial preparation tasks.
- Perform paralegal tasks competently in a law office, corporate law department, governmental agency, judicial setting, or other comparable legal environment.
- Integrate legal theory with the practical aspects of working as a paralegal in a law practice.
- Articulate applicable ethics laws and codes of ethical conduct.

### Degree Requirements

To receive a Bachelor of Science, paralegal degree students must complete at least 180 quarter units, 76.5 of which must be completed at the upper division level, 45 units which must be completed in residence at National University, and a minimum 70.5 units of the University General Education requirements. A minimum of 27 quarter units of general education course work is required by the American Bar Association to be completed in at least three disciplines, such as social sciences, natural sciences, mathematics, humanities, foreign language, and English. The paralegal degree coursework comprises 18 legal specialty courses and one English for Professionals course as set forth below. In the absence of transfer credit, additional general electives may be necessary to satisfy the 180 quarter units for the paralegal degree. Students should refer to the section on undergraduate admission procedures for specific information on admission and evaluation.

### Preparation for the Major

(9 courses; 40.5 quarter units)

PLA 200	Legal Theory & Ethics
PLX 1000X	Torts
PLA 201	English for Professionals
PLX 1001X	Leg Res Wrtg-Briefing/Analysis
PLX 1002X	Contracts
PLX 1003X	Leg Res Wrtg-Legal Memo
PLA 202	Property
PLA 203	Leg Res Wrtg-Persuasive Wrtg.
PLX 1005X	Computers & the Law

### Requirements for the Major

(10 courses; 45 quarter units)

PLA 303	Law Office Administration
PLA 318	Remedies & Dispute Resolution
<i>Prerequisite: PLA 202, PLX 1000X, and PLX 1002X</i>	
PLA 325	Litigation I
PLA 329	Corporations I
PLA 333	Criminal Law I
PLA 426	Litigation II
<i>Prerequisite: PLA 325</i>	
PLA 430	Corporations II
<i>Prerequisite: PLA 329</i>	
PLA 434	Criminal Law II
<i>Prerequisite: PLA 333</i>	
PLA 495	Objective Writing Capstone
<i>Prerequisite: All other courses required for the major (except PLA 496) must be completed prior to enrolling in this course.</i>	
PLA 496	Persuasive Writing Capstone
<i>Prerequisite: All other courses required for the major must be completed prior to enrolling in this course.</i>	

### Upper Division Electives

(6 courses; 27 quarter units)

Students must complete a minimum of 27 quarter units of electives to fulfill the upper-division unit requirements to earn the Bachelor of Science in Paralegal Studies. Students can select from the following recommended electives or choose from any upper-division course in the College of Letters and Sciences or the School of Professional Studies.

LAW 402	The Art of Negotiation
LAW 430	Constitutional Law
LAW 440	Comparative International Law
ADR 400	Alternative Dispute Resolution
ADR 405	Negotiation Fundamentals
ADR 415	Mediation Fundamentals
ADR 430	Ethics and Neutrality