

PARALEGAL SPECIALTY REQUIREMENTS

Students may obtain one or more optional Verification of Completion certificates in the following Paralegal Specialty areas. Students **must complete** either the Paralegal A.A. Degree or Certificate program at Cerritos College prior to petitioning for Verification of Completion certificates. The required courses are outlined below:

Optional Paralegal Specialty Verification of Completion

Business Law		Units
LAW 110	Business Law	3.0
LAW 111	Business Law	3.0
LAW 113*	Fundamentals of Alternate Dispute Resolutions	3.0
Commercial Law		Units
LAW 106*	Bankruptcy Law	3.0
LAW 230*	Corporate Law	3.0
LAW 110	Business Law	3.0
Criminal Law		Units
LAW 102*	Advanced California Civil Procedures	3.0
LAW 113*	Fundamentals of Alternate Dispute Resolutions	3.0
or LAW104*	Advanced Legal Research	(3.0)
LAW 116	Criminal Law	3.0
Family Law		Units
LAW 102*	Advanced California Civil Procedures	3.0
or LAW113*	Fundamentals of Alternate Dispute Resolutions	(3.0)
LAW 104*	Advanced Legal Research	3.0
LAW 108*	Family Law Procedures	3.0
Litigation		Units
LAW 102*	Advanced California Civil Procedures	3.0
LAW 104*	Advanced Legal Research	3.0
LAW 109*	Torts & Personal Injury Law and Procedures	3.0
Probate & Estate Planning		Units
LAW 107*	Probate Procedures	3.0
LAW 112*	Estate Planning for the Paralegal	3.0
LAW104*	Advanced Legal Research	3.0
or LAW 115*	Elder Law	(3.0)

Note: Paralegal Specialty Verifications are optional, as such are not included on a students' transcripts

CERRITOS COLLEGE PARALEGAL PROGRAM

SPECIALTY VERIFICATION OF COMPLETION APPLICATION FORM

Instructions for completing application:

1. Provide the information as requested below.
2. Insert the Paralegal Specialty for which you are seeking Verification of Completion. A list of specialties and the requirements are on the reverse side of this form. Submit a separate application for each Verification of Completion certificate sought.
3. Attach a copy of your unofficial transcript, highlighting the courses which meet the specialty requirements. All three courses must have been completed with a "C" grade or higher.
4. Sign where indicated below.
5. Submit the complete application to the Paralegal Program Director or Assistant.

Student Name: _____ ID Number: _____

Address: _____

Phone Number: _____ Email: _____

Specialty for which Completion certificate sought: _____

Do you wish to pick up when ready or should we mail it to you? _____

Course Name & Number	Semester Completed	Grade

I state that the above information is true and correct, and the attached transcript(s) accurately represent the credit earned and grade received in the required courses.

Student Signature

Date

Approved.

Paralegal Program Director Signature

Date

Dean of B/H/SS Signature

Date