

**ROWAN COLLEGE OF SOUTH JERSEY
PARALEGAL PROGRAM
(Approved by the American Bar Association)
CERTIFICATE PROGRAM¹**

The goal of this certificate program is to provide students, who have already earned a Bachelor's or Associate Degree (which include a minimum of 18 hours of general education credits), with the skills necessary to begin a career as a paralegal. In addition to requiring two computer courses, this program includes a practicum (internship), designed to provide on-the-job training to reinforce concepts introduced in the classroom.

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

REQUIRED CORE AND ELECTIVE COURSES

Technology Credits

Introduction to Computers <u>or</u>	CIS 102	
Excel Spreadsheets	CIS-120	4

Paralegal

Introduction to Legal Studies	PLG 101	3
Litigation & Civil Procedure	PLG 102	3
Legal Research & Writing	PLG 103	3
Business Organizations	PLG 125	3
Criminal Law & Procedure	PLG 201	3
Technology in the Law Firm	PLG 204	3
Legal Assistant/Practicum	PLG 209	3
Paralegal Skills and Practices	PLG 212	3
PLG Elective ²	PLG	3
PLG Elective ³	PLG	3

TOTAL MINIMUM CREDITS: 34

¹ In order to qualify for the Career Certificate from RCSJ, any legal specialty (PLG) course taken prior to ABA approval (August 1998) will not be accepted for credit and must be taken again. Additionally, in order to earn a Certificate in RCSJ's Paralegal Program, the student must earn 34 new, additional credits at RCSJ. None of the required 34 credits can be "borrowed" or "transferred" from the student's prior degree.

² PLG Electives include: Torts (PLG 104); Bankruptcy (PLG-203); Wills, Trusts & Estate Planning (PLG-205); Family Law (PLG-207); Property Transactions (PLG-210); Contemporary Issues in Paralegal Studies (PLG-110)

³ See Footnote 2