



Please print your name as you wish it to appear on your diploma

Student ID _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Anticipated Quarter & Year of Completion

Fall _____ Winter _____ Spring _____ Summer _____

Major Courses — 53 CREDITS

COURSE NO.	COURSE TITLE	CREDITS	COMPLETED	COMMENTS/SUBSTITUTION
PL 101	Introduction to Paralegalism	5		
PL 103	Civil Procedures	3		
PL 104	Criminal Procedures	3		
PL 105	Law Office Management	3		
PL 107	Interview / Investigation	3		
PL 121	Beginning Contract Law	3		
PL 122	Intermediate Contract Law	3		
PL 123	Advanced Contract Law	3		
PL 131	Introduction Torts	3		
PL 132	Intermediate Torts	3		
PL 133	Advanced Torts	3		
PL 146	Paralegal Ethics	3		
PL 147/1471	Computers in a Law Environment & Lab	1/1		
PL 150	Introduction to Legal Writing	3		
PL 151	Legal Research & Writing	5		
PL 152	Advanced Legal Writing	5		

Major Support — 24 CREDITS (Additional Paralegal Courses)

COURSE NO.	COURSE TITLE	CREDITS	COMPLETED	COMMENTS/SUBSTITUTION

General Education Requirements — 18- 20 CREDITS

ENG 101	English Composition	5		
MTH	MTH 106 or above	5		
PSY 101 or SOC 101	General Psychology or Introduction to Sociology	5		
SPE 101, 102, 110, 111 or 260	Speech Essentials or Communication Behavior or Multicultural Communication	3-5		

Electives — 4-5 CREDITS (Choose 4-5 Credits from the Following)

CA 100	Introduction to Microcomputers	4		
CS 106	Database Systems 1	5		
AOT 101	Keyboarding I	2		
AOT 102	Keyboarding II	2		
AOT 1091	Keyboarding / Skill Building	2		
AOT 172	Word Processing 1	4		
AOT 173	Word Processing	5		

Remarks:

Student Signature _____ Date _____

Advisor Signature _____ Date _____

99 Min Credits GPA _____ Approved

Registrar _____ Date _____

OFFICE USE ONLY: Diploma: Ordered _____ Recorded _____ Mailed _____

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PTK Honors Ceremony