

**PARALEGAL (LEGAL ASSISTANT STUDIES)**  
**Clovis Community College**  
**Certificate of Completion**  
**Catalog 2019-2020**

NAME		DATE	
STUDENT ID#		ADVISOR	

*Courses must be completed with a "C" or better*

BCIS 1110 Fundamentals of Information Literacy & Systems	3	
CJUS 1120 Criminal Law	3	
CJUS 2120 Criminal Courts & Procedure	3	
LEST 102 Intro Legal Assistant Studies	3	
LEST 104 Torts, Practice, & Procedure	3	
LEST 105* Legal Writ, Term & Res I	3	
LEST 106* Legal Writ, Term & Res II	3	
LEST 123 Litigation	3	
LEST 220 Family Law	3	
LEST 227 Law Office Practice and Procedures	3	
<b>ELECTIVES</b> (select from the following list): CJUS 2215 American Judicial System (3) LEST 107 Bankruptcy (3) LEST 108 Administrative Law (3) LEST 221 Wills and Estates (3) LEST 228 Corporate Law (3) LEST 229 Contract Law (3) LEST 268 Workshop in LEST (1-3) LEST 281 Real Estate Law (3) LEST 293 Topics in LEST (1-3)	<b>3</b>	

**TOTAL CREDITS REQUIRED**

**33 CR**

**All Courses require a "C" or better**

**\*Course requires a prerequisite**

**(Fifteen semester hours towards degree or certificate must be completed at CCC with a 2.0 cumulative CCC grade point average.)**