**PARALEGAL** Associate of Applied Science Degree

**Effective: 05/08/2023 Program Chair: Beth Acken** [**backen@tacomacc.edu**](mailto:backen@tacomacc.edu)

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| **Core Required Courses** | | **Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | | | | | | | | |
| ***Student must complete all 57 credits from this section*** | | | | | | | | | | | **Credits** | **Offered** | |  | |
| \*CU 105 | | Word & Excel OR CU 102 & CU 103 (no prereq; CU100 recommended) | | | | | | | | | 5 | F,W,Sp,S | |  | |
| \*PLST 106 | | Legal Documentation Production **(prereq**: CU 105) | | | | | | | | | 3 | W,**S** | |  | |
| PLST 149 | | Writing Basics for Paralegals | | | | | | | | | 3 | W,**S** | |  | |
| \*PLST 150 | | Paralegal Fundamentals and Ethics (**prereq:** completion of English Direct-Self-Placement Tool)) | | | | | | | | | 5 | F,**Sp** | |  | |
| \*PLST 151 | | Legal Research & Writing I (**prereq:** completion of English Direct-Self-Placement Tool) | | | | | | | | | 5 | **F**,Sp | |  | |
| \*PLST 152 | | Intro to Civil Law (**prereq:** completion of English Direct-Self-Placement Tool) | | | | | | | | | 5 | W**,W** | |  | |
| \*PLST 153 | | Civil Procedure I | | | | | | | | | 5 | **F**,Sp | |  | |
| \*PLST 154 | | Computer Applications in the Law (**prereqs:** PLST 106 **and** CU 105) | | | | | | | | | 3 | **F**,Sp | |  | |
| PLST 155 | | Health/ Dealing with stress | | | | | | | | | 1 | F,Sp (online) | |  | |
| \*PLST 156 | | Criminal Procedure for Paralegals (**prereq:** completion of English Direct-Self-Placement Tool) | | | | | | | | | 5 | F,**W** | |  | |
| PLST 232 | | Interviewing & Investigations (**prereq:** completion of English Direct-Self-Placement Tool) | | | | | | | | | 5 | F,**Sp** | |  | |
| PLST 233 | | Internship I (**prereq**: All \*Courses in this Section) | | | | | | | | | 5 | F,W,Sp,S | |  | |
| PLST 239 | | Transition Planning (**prereq:** PLST 150, PLST 152, PLST 153, PLST  106, and instructor permission) | | | | | | | | | 1 | Sp (online) | |  | |
| PLST 251 | | Legal Research & Writing II (**prereq:** PLST 151) | | | | | | | | | 3 | W,**F** | |  | |
| PLST 253 | | Civil Procedure II (**prereq:** PLST 153) | | | | | | | | | 3 | **S** | |  | |
|  | | **Credit Subtotal:** | | | | | | | | | 57 | **57** | |  | |
|  | | ***Student must complete 9 credits from this section***  *\*Courses must be completed prior to Internship* | | | | | | | | | | |  |  | |  | |
| Ccc  **Elective Courses** | | PLST 221 | | Family Law | | | | | | | | | 3 | S | |  | |
| PLST 222 | | Probate/Estate Planning | | | | | | | | | 3 | W | |  | |
| PLST 223 | | Alternative Dispute Resolution (ADR) | | | | | | | | | 3 | **S** | |  | |
| PLST 224 | | Real Estate Law | | | | | | | | | 3 | TBD | |  | |
| PLST 225 *(n/o)* | | Bankruptcy Law | | | | | | | | | 3 | - | |  | |
| PLST 226 *(n/o)* | | Administrative Law | | | | | | | | | 3 | - | |  | |
| PLST 228 | | Employment Law | | | | | | | | | 3 | W | |  | |
| PLST 230 | | Business Organization/Corporations | | | | | | | | | 3 | TBD | |  | |
| PLST 231 | | Contracts/Commercial Transactions | | | | | | | | | 3 | TBD | |  | |
| PLST 234 | | Internship II | | | | | | | | | 5 | F,W,Sp,S | |  | |
| PLST 235 *(n/o)* | | eDiscovery | | | | | | | | | 3 | - | |  | |
| PLST 237 *(n/o)* | | Introduction to Tax Law | | | | | | | | | 3 | - | |  | |
| GGGGxxx **General Ed Requirements** | |  | | |  | **Credit Subtotal:** (*n/o)= Elective courses not currently offered this academic year.* | | | | | | | 9 | **66** | |  | |
| ***Student must complete all 35 credits from this section*** | | | | | | | | | | |  |  | |  | |
| ENGL& 101 | | English Composition I (**prereq:** completion of English Direct-Self-Placement Tool) | | | | | | | | | 5 | F,W,Sp,S | |  | |
| Sociology **or** Psychology CHOICE | | | | | |  | | | | | 5 |  | |  | |
| Political Science **or** History CHOICE | | | | | |  | | | | | 5 |  | |  | |
| Natural Science CHOICE | | | | | |  | | | | | 5 |  | |  | |
| Multicultural Course CHOICE | | | | | |  | | | | | 5 |  | |  | |
| CMST& 220 | | | | | | Public Speaking | | | | | 5 | F,W,Sp,S | |  | |
| BUS 110 | | | | | | Business Math  *CHOICE Classes must be selected from AA Distribution List – see reverse side)* | | | | | 5 | F,W,Sp,S | |  | |
|  | |  | | **Total Credits:** | | | | | | | | | 35 | **101** | |  | |
| F | | W | | | | Sp | | S | F | W | Sp | | | S | |
|  | |  | | | |  | |  |  |  |  | | |  | |
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**Note:** All courses must be completed with a grade of “C” or better. **Bolded classes are held in the evening 6 to 9 pm.**

**Approved Distribution Course List**

**2022-2023**

**Detailed Course list** can be found on page 94 of the 2021-22 College Catalog. **Course Descriptions** begin on page 166.

**Bold courses** indicate Common Course Numbers that are notated with an ampersand (&) (i.e. ENGL& 101). *[****Italicized* c*ourses*** *are no longer offered at TCC]*

**COMMUNICATION**

English: **101**, **102**, 103, **235**,**320**

Communication Studies: 110, **220**, 330

**QUANTITATIVE / SYMBOLIC REASONING**

Math: **107**, **131**, **132**, 136, **141**, **142**, **146**, 147,

**148**, **151**, **152**, **153**, 179, 220, 238, **254**

**HUMANITIES**

*[Asterisks (\*) indicate Performance or Skills courses]*

Anthropology: **207**

Art: **100**, 102\*, 103\*, 105\*, 106\*, 110\*, 111\*, 131\*, 132\*, 133\*, 146\*, 147\*, 150\*, 156\*, 172\*, 180, 199, 201, 202,

203, 231\*, 232\*, 247\*, 296\*

Communication Studies: **101**, 110, **210**, **220**, 320

Engineering: **114**

English: **220**, **226**, **227**, 234, 242, **244**, **245**, **246**, 261, 262,

271, 276\*, 278\*, 279\*, 280, History: **219**, 231

Humanities **101**, 110, **116**, **117**, **118**, 120, 130, 179, 285,

History 219, 231

Languages: Chinese **121**, **122**, **123**; German **121**, **122**, **123**,

201, 202; Japanese: **121**, **122**, **123**; Spanish: **121**, **122**, **123,**

**221, 222, 223**

Music: **105**, 106, 110, 120, 122\*, 124\*, 125\*, 126\*, 131\*, 132\*, 133\*, 134\*, 135\*, 136\*, **141**, **142**, **143**, 152\*, 160\*,

161\*, 165\*, 179, 231\*, 232\*, 233\*, 234\*, 235\*, 236\*, **241**,

**242**, **243**, 252\*, 260\*, 261\*, 265\*

Philosophy: **101**, 201, 202, 320

**SOCIAL SCIENCES**

Anthropology: **100**, **204**, **205**, **206**, **207**, **210**, **237**, **245**

Business: **101**, 150, **201**

Economics: **201**, **202**

Education: **205**, 220

Engineering: **104**

Geography: 110

History: **126**, **127, 128**, **146**, **147**, **148**, 210, 211, **214**, **219**,

**220**, 230, 231, 240, 244, 249

Political Science: **101**, **201**, **202**, **203**, 231, 240, *[205, 220, 221,*

*222*, *290]*

Psychology: **100**, **180**, **200**, 202, 205, 209, **220**, 240, 360

Sociology: **101**, 120, 200, **201**, 205, 222, 238, 255, 262, 265,

287

Social Science: 204, 205

**NATURAL SCIENCES (*Courses with an “L” include a lab)***

**Biological, Earth, and Physical Sciences Courses:**

Astronomy: **110L, 115L**

Biology: **100L**, 105L, 110L, 125L, 140L, **160L**, **175L**, 179,

**221L**, **222L**, **223L**, **241L**, **242L**, 243L, **260L**,

Botany: 101L, 179

Chemistry: **110L**, **121L**, **131L**, **140L**, **161L**, **162L**, **163L**, **261L**, **262L**, **263L**

Environmental Science: **101L**, 105, 179, 210L Geography: 205L, 210L,

Geology: **101L**, 108L, 125L, 179, **208L**

Nutrition: **101**

Oceanography: **101L**, 179

Physics: **114L, 115L, 116L, 221L, 222L, 223L**

Science: 105L,

**General Science Courses:**

Anthropology: **205**, **237**, **245**

Health Information Technology: 160, 161

Nutrition: 250, 251

**GENERAL DISTRIBUTION COURSES (Electives)**

Accounting: **201, 202, 203**

Business: 256

Computer Science: 120, 142, 143 Early Childhood Education: **105** Education: **115**

Engineering: **170**, **204**, **214**, **215**, **224**, **225**, 240

**MULTICULTURAL**

Anthropology: **100**, **206**, **207**, **210**

Art: **100**

Business: 150

Communication Studies: 110

Education: 220

English: **227**, 234, 242, **244**, **245**, **246**, 261, 262, 271, 280

History: **126**, **127**, **128**, 210, 211, **219**, **220**, 230, 231, 240

Humanities: **101**, 110, **116**, **117**, **118**, 120

Languages: German **121**, **122**, **123**, 201, 201, 202;

Japanese: **121**, **122**, **123**; Spanish: **121**, **122**, **123, 221,**

**222, 223**

Music: 106

Psychology: **200**

Sociology: **101**, 120, **201**, 205, 222, 238, 255, 262, 265,287

***Non-Distribution Multicultural (do NOT satisfy any Distribution requirements; may apply to Other College-Level Electives):*** *CHP 260, CHP 440, ECE 130, HD 110, HSP 126*