HAMLINE UNIVERSITY LEGAL STUDIES DEPARTMENT

Paralegal Certificate Information Sheet[1]

A total of 32 credits are required for the Paralegal Certificate.
All courses listed are four semester credits unless otherwise indicated.

These requirements are for students who begin the program in the Fall of 2015 or later.

1. REQUIRED BASIC COURSE

LGST 1110 Legal Systems in American Society

2. REQUIRED LEGAL SPECIALTY COURSES* - Every paralegal certificate student must take the courses listed below:

LGST 1250 Legal Research and Writing[2]
LGST 3520 Litigation and Trial Practice
LGST 3770 Law Office Technology
LGST 5900 Legal Studies Practicum (Required Internship Course)[3]

3. ELECTIVE LEGAL SPECIALTY COURSE REQUIREMENT - Paralegal certificate candidates **must** select additional course work totaling **at least** eight (8) semester credits from the following list of electives which are approved by the ABA as legal specialty courses*:

LGST 3410	Special Topics in Law (2 cr.)	LGST 3750	Alternative Dispute Resolution
LGST 3420	Special Topics in Law (4 cr.)	LGST 3760	Contracts
LGST 3530	Estates and Trusts	LGST 3780	Employment Law
LGST 3540	Family and Gender Issues in Law	LGST 3790	Law in the Lives of Women
LGST 3550	Real Property	LGST 5600	Tort Law
LGST 3560	Law of Business Organizations	ACCT 3980	Tax Accounting[4]
LGST 3570	Probate Procedures (2 cr.)	CJFS 3810	Criminal Law and Practice
LGST 3670	Legal Interviewing (2 cr.)	MGMT 3130	Business Law
LGST 3680	Law of Evidence for Legal Professionals		

4. ADDITIONAL ELECTIVE COURSE REQUIREMENT - Undergraduate and Post-Baccalaureate students must select additional courses totaling four (4) semester credits from the legal specialty courses listed above or the law related courses listed below, which are not approved by the ABA as Legal Specialty courses:

Law-Related Listings

Undergraduate or Post-Baccalaureate Students	
CJFS 3820	Constitutional Issues in Criminal Procedure
HIST 3930	Landmark Trials in American History
LGST 1440	Beginning Mock Trial
LGST 3100	American Constitutional Law
LGST 3440	Advanced Mock Trial
LGST 5800	Senior Seminar in Legal Studies
PHIL 1130	Logic
PHIL 3330	Social, Political, and Legal Philosophy

5. PARALEGAL CERTIFICATE NOTICE OF COMPLETION

This form serves as official notice to the program of your intent to complete a paralegal certificate. It is the *only* way to ensure that your certificate is issued in a timely and accurate manner. The form is due at the end of the semester prior to the semester of your graduation. (Ex: Due May for expected graduation the next fall). Declaration forms are available on Hamline's LGST web site. (For undergraduate students, this form is required in *addition* to the Intent to Graduate form that is required by the registrar's office.)

*Hamline legal specialty courses are approved by the ABA pursuant to its standards for courses offered in "compressed format" by combining class time with outside class learning experiences.

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1 Paralegals may not provide legal services directly to the public except as provided by law.
2 Pre- or co-requisite LGST 1110 (or 5000).
3 Prerequisites: LGST 1110, LGST 1250, LGST 3520, and four other credits of LGST coursework. Take this class last.
4 Prerequisite: Senior Standing