



**TRANSFER GUIDE - ASSOCIATE DEGREE PROGRAMS**

**Program: Paralegal 1718 Academic Year**

**Lakeland University Program: Specialized Administration**

**Minimum GPA for admission: 2.0**

**Review Date: 4/17/2018**

**General Education Courses**

| Madison College                                |  |           | Lakeland   |                                       |           |
|--|--|-----------|--|---------------------------------------|-----------|
| Course No.                                     | Course Title                           | Credits   | Course No.                                       | Course Title/Field                    | Credits   |
| 10-801-195                                     | Written Communication                  | 3         | GEN 110  | Composition I                         | 3         |
| 10-809-199                                     | Psychology of Human Relations          | 3         |  | A Social Sciences course              | 3         |
| 10-801-196                                     | Oral/Interpersonal Communication       | 3         | COM111   | Fundamentals of Public Speaking       | 3         |
| 10-809-197                                     | Contemporary American Society          | 3         |  | A Social Sciences course              | 3         |
| 10-809-166                                     | Intro to Ethics: Theory & Applications | 3         | PHI232   | Ethics/A Philosophy & Religion course | 3         |
| 10-806-206                                     | General Anatomy & Physiology           | 4         |  | A Natural Sciences course             | 4         |
| <b>Total general education credits earned:</b> |  | <b>19</b> | <b>Total general education credits accepted:</b> |                                       | <b>19</b> |

**Occupational Courses**

| Course No.   | Course Title                                  | Credits   | Course No. | Course Title        | Credits   |
|--|---|-----------|------------|---------------------|-----------|
| 10-110-175   | Orientation to the Paralegal Profession       | 1         |            | An elective         | 1         |
| 10-110-101   | Introduction to Paralegalism and Legal Ethics | 3         |            | An elective         | 3         |
| 10-110-141   | Computer Applications - Legal                 | 3         |            | An elective         | 3         |
| 10-110-173   | Contract Law in a Global Economy              | 3         |            | A business elective | 3         |
| 10-110-102   | Civil Litigation I                            | 3         |            | An elective         | 3         |
| 10-110-104   | Legal Research                                | 3         |            | An elective         | 3         |
| 10-110-105   | Legal Writing                                 | 3         |            | An elective         | 3         |
| 10-110-106   | Family Law                                    | 3         |            | An elective         | 3         |
| 10-110-176   | Career Building Techniques - Paralegal        | 2         |            | An elective         | 2         |
| 10-110-107   | Legal Aspects of Business Organizations       | 3         |            | A business elective | 3         |
| 10-110-142   | Paralegal Internship                          | 3         |            | An elective         | 3         |
|  | Elective                                      | 3         |            |                     |           |
|  | Elective                                      | 3         |            |                     |           |
|  | Elective                                      | 3         |            |                     |           |
|  | Elective                                      | 3         |            |                     |           |
| <b>Elective credits allowed:</b>   |   |           |            |                     |           |
| <b>Total of Occupational/Elective</b>                                    |   | <b>42</b> |            |                     |           |
| <b>Total transferable credits:</b>                                       |   | <b>61</b> |            |                     |           |
| <b>NOTE: Transfer credits noted assume completed Associate's Degree.</b> |   |           |            |                     |           |
| <b>Total of Occupational/Elective</b>                                    |   |           |            |                     |           |
| <b>Total transferable credits:</b>                                       |   |           |            |                     | <b>60</b> |

**Courses needed to complete degree at Lakeland University:**

| <b>Course No.</b>   | <b>Course Title</b>                   | <b>Credits</b> |
|---|---------------------------------------|----------------|
| GEN110  | Composition II                        | 3              |
| MAT130  | Intermediate Algebra                  | 3              |
| <b>Complete a min. of 3 semester credits in 4 of the 5 categories listed below:</b>                               |                                       |                |
|   | Number of semester hours still needed | 12             |
|   | Mathematics                           |                |
|   | World Languages                       |                |
|   | History & Political Science           |                |
|   | Art, Music & Theatre                  |                |
|   | Literature and Writing                |                |
| GEN3XX  | Core II                               | 3              |
| GEN4XX  | Core III                              | 3              |
| ACC210  | Financial Accounting Principles       | 3              |
| BUS301  | Management Information Systems        | 3              |
| BUS330  | Management Principles                 | 3              |
| BUS350  | Marketing Principles                  | 3              |
| BUS410  | Business Law I                        | 3              |
| BUS491  | Business Policy & Strategy (WI)       | 3              |
| ECN230  | Principles of Microeconomics          | 3              |
| ECN235  | Principles of Macroeconomics          | 3              |
| Number of electives needed to reach the 120 credit minimum  |                                       | 12             |
| <b>Total credits needed at Lakeland University to complete degree in the evening, weekend and online program:</b> |                                       | <b>60</b>      |
| <b>Additional credits required to complete the traditional on-campus program</b>                                  |                                       |                |
| BUS 200   | Business & Professional Protocol      | 2              |
| BUS 400   | Business Internship                   | 3              |
| Number of electives needed to reach the 120 credit minimum  |                                       | 7              |
| <b>Total credits needed to complete the traditional undergraduate program:</b>                                    |                                       | <b>60</b>      |