



Paralegal Plus

Certificate

Program description

Have a passion for justice and a desire to help others? Consider a job in the legal profession by earning a paralegal degree or certificate in Highline’s Legal Studies department. Learn how the legal system works, how to find relevant laws, interpret and apply them. Learn legal writing skills to communicate with attorneys and courts. Learn legal-specific software and gain the soft skills attorneys are looking for in their paralegals. [Learn More](#)

Earn an Associate in Applied Science degree (well-rounded degree with liberal arts classes) or a Paralegal Plus certificate if you have a bachelor’s degree already.

Key advisors

Bruce Lamb, blamb@highline.edu
Che Dawson, cdawson@highline.edu
Jessica Neilson, jneilson@highline.edu

[Request a faculty advisor.](#)

Program map

The following program map contains recommended courses to complete your degree or certificate. This document does not replace meeting with an advisor. In order to discuss your educational goals and plan, a meeting with an advisor is very important.

Note: Not every class is offered every quarter. Talk to a faculty advisor to check when specific courses are being offered.

1st Quarter: Fall

Courses: 11 credits	Credits	Complete?
LEGAL 139 - Getting Started: Paralegal Orientation	1	
LEGAL 216 – Introduction to Law	5	
Choose one legal course elective (5) (one of the three needs to be DGS)	5	

Action items/milestones

- Declare your program of study/major
- Meet with your advisor to discuss this program map

2nd Quarter: Winter

Courses: 15 credits	Credits	Complete?
LEGAL 101 - Legal Ethics and Professionalism	5	
LEGAL 199 - Legal Research and Writing I	5	
LEGAL 135 - Law Office Technology	5	

3rd Quarter: Spring

Courses: 15 credits	Credits	Complete?
LEGAL 102 - Civil Procedures I	5	
LEGAL 200 - Legal Research and Writing II	5	
Choose one legal course elective (5) (one of the three needs to be DGS)	5	

Action items/milestones

- Meet with your advisor prior to completion of 45 credits

4th Quarter: Summer

Courses: 16 credits	Credits	Complete?
LEGAL 103 - Civil Procedures II	5	
Choose one Legal Course Elective (5) (one of the three needs to be DGS)	5	
LEGAL 140 - Cooperative Work Experience	5	
LEGAL 141 - Cooperative Work Experience Seminar	1	