

CHANCELLOR UNIVERSITY

Certificate

Paralegal Secretary

Name _____ Hours Transferred _____

(Note: Transfer credit can be awarded for only one core requirement – the remaining core requirements for the certificate must be taken at CU.)

CORE REQUIREMENTS – 15 Hours

	<u>CU Hours</u>	<u>Transfer Hours</u>
MS 181 _____	(3)	_____
MS 281 _____	(3)	_____
PA 351 _____	(3)	_____
PA 356 _____	(3)	_____
PA 377 _____	(3)	_____
	TOTAL – 18 HOURS	

The following are prerequisites for the Certificate Core courses shown above. These prerequisites may be met in a variety of ways including, but not limited to, transfer credit, credit by examination, prior learning or direct assessment, waiver, or by taking the class(es). If any spaces have been left blank, please work closely with your advisor to determine how these prerequisites will be met.

PA 351 _____	(3)	_____
PA 352 _____	(3)	_____

Office of Academic Records – Rev. 7/2009
Effective Fall 2009

Prepared by _____

Date _____

This information is meant to assist you as you work toward completing the Certificate, but it is ultimately your responsibility to meet all requirements as shown in the University Catalog. Please review this worksheet carefully, and contact the Office of Academic Records with any questions.