

## Recommended Sequence of Courses - Fall Start 4 Semester

**Program of Study:** Business Administration: Paralegal Studies Major  
**Department:** Business Administration Department  
**Coordinator:** Steven Fichera sfichera@santarosa.edu 707-527-4628  
**Effective:** Fall 2012

Course offerings subject to change. Please consult current  
 Schedule of Classes.

This document is for planning purposes only and is not a  
 guarantee of course offerings

Course Number	Course Title	Units	Semester			Prerequisites/ Advisories	Delivery Method					
			Fall	Spring	Summer		In Person	Online	Hybrid	Day	Evening	Weekend
<b>First Semester (Fall)</b>												
BGN 71	Business English	3.0	x	x	x		x	x			x	x
BOT 85.1	Legal Professions	1.0	x	x			x					x
PLS 50	Introduction to Law	3.0	x	x			x					x
PLS 51	Legal Research	3.0	x	x		PLS 50 Concurrent	x					x
	General Education	3.0 - 6.0										
<b>First Semester Unit Total:</b>		<b>12.0 - 15.0</b>										
<b>Second Semester (Spring)</b>												
BOT 85.4	Civil Litigation Procedures	1.5	x	x			x					x
BOT 85.5	Discovery Procedures	1.5	x	x			x					x
CS 65.11	Microsoft Office	3.0	x	x	x			x				
PLS 52	Legal Writing	3.0		x			x					x
	General Education	3.0 - 6.0				BGN 71*						
<b>Second Semester Unit Total:</b>		<b>12.0 - 15.0</b>										
<b>Third Semester (Fall)</b>												
PLS 53	Civil Litigation: Pleadings	3.0	x			PLS,50,51*	x					x
PLS 55	Legal Ethics	2.0	x				x					x
PLS 60	Program Electives	3.0	x			PLS,50,51	x					x
	General Education	3.0 - 6.0										
<b>Third Semester Unit Total:</b>		<b>11.0 - 14.0</b>										
<b>Fourth Semester (Spring)</b>												
PLS 54	Civil Litigation: Discovery	3.0		x		50,51*	x					x
PLS 60 series	Program Electives	4.0	x	x	x		x					x
PLS 99I	Internship/Work Experience	2.0	x	x								
	General Education	3.0 - 6.0										
<b>Fourth Semester Unit Total:</b>		<b>12.0 - 15.0</b>										
<b>Electives List A</b>												
PLS 60	Legal Calendaring	1.0	x				x					x
PLS 61	Intellectual Property Law	3.0										
PLS 62	Torts	3.0	x				x					x
PLS 63	Contracts	3.0	x				x					x
PLS 64	The American Jury System	1.0			x		x					x
PLS 65	Technology in the Law Office: Practice, Procedures, & Ethics	3.0		x			x					x
PLS 66	Wills, Trusts, and Estate Planning	3.0		x			x					x
PLS 67	Family Law	3.0	x				x					x
RE 55	Legal Aspects of Real Estate	3.0		x								
<b>Complete at least X units from above</b>		<b>7.0</b>										
<b>Minimum units to meet program requirements:</b>		<b>36.0</b>										

Notes: \* = Every Other Semester

In Person = Traditional Classroom setting

Online = Class is taught using an online format

Hybrid = Course is taught using a combination of in-person and online formats

Day = In person courses that begin at 7:00am or later

Evening = In person courses that begin at 5:00pm or later

Weekend = In person courses taught on Saturday and/or Sunday

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