

WCC PARALEGAL TRANSFER POLICY

For the WCC Paralegal Program to remain approved by the American Bar Association, the ABA requires the completion of a minimum of 60 semester hours of course work to be completed by graduates. The breakdown of that work is as follows:

- 18 semester hours of General Education,
- 18 semester hours of Legal Speciality, and
- 24 semester hours of courses which the college shall select.

Therefore, WCC will evaluate applicants' transfer credits to ensure compliance with ABA educational requirements.

CERTIFICATE PROGRAM:

General Education Requirements

Students entering into the WCC Paralegal Certificate Program must have obtained at least 60 college credits from an accredited institution, eighteen (18) semester hours of which must be in general education as defined by the American Bar Association. The transfer counselor shall review the transcripts of certificate applicants to ensure eighteen (18) semester hours of course work is completed in general education. The general education courses which *are generally deemed* to develop critical reasoning and writing skills are as follows:

- Social and Behavioral Science or Humanities;
- Literature, English Composition, Foreign Language, and Fine Arts; and
- Natural Science and Mathematics.

Within this eighteen (18) semester hours, the transfer counselor shall ensure students have taken courses spread out in *at least three* of the above mentioned disciplines.

The following courses are *not deemed* general education courses:

- Professional, Vocational, Remedial, and Technical Skills;
- Physical Education, Performing Arts, Accounting, Computers, Technical Writing, Business Mathematics, Business English, Keyboarding, and Business Law.

Legal Specialty Course Transfer Credits:

None of the 30 legal specialty credits may be transferred unless such credits were obtained at an American Bar Association approved program and approved by the Program Chair. No more than 15 legal specialty credits will be accepted for transfer.