**Required for admission to EMU’s Paralegal program. See page 3 for minimum grade requirements.**

EMU's Perspectives on a Diverse World requirement:

- A Course in English Composition
  - **ENG 111** Composition I (with a “B” or higher)................. 4
  - **ENG 226** Composition II .............................................. 3

- A Course in Mathematics
  - **MTH 160** Basic Statistics (WCC requirement)................. 4

- Two Natural Science courses from different disciplines:
  - Choose from approved MTA list .................................... 7-8

- Two Humanities courses from different disciplines
  - **COM 102** Interpersonal Communication (WCC requirement)..... 3
  - **PHL 123** Critical Thinking (WCC requirement) ................. 3

- Two Social Science courses from different disciplines
  - **HST 200** Michigan History (WCC requirement) ............... 3
  - **SOC 100** Principles of Sociology (WCC requirement) ...... 3

- If needed, complete an additional course in any of the above categories to meet the 30 credit minimum for the MTA.

---

WCC Paralegal Studies/Pre-Law Major Requirements (32 credits)

<table>
<thead>
<tr>
<th>Requirement</th>
<th>WCC Credits</th>
<th>Transfer to EMU Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CJT 130</strong> Introduction to Paralegal Studies (with “B-” or higher)</td>
<td>3</td>
<td>3 LEGL 211 Intro to Paralegalism and Legal Term</td>
</tr>
<tr>
<td><strong>BOS 206</strong> Personal Mgmt Application &amp; Internet Resources</td>
<td>2</td>
<td>Restricted LEGL Elective</td>
</tr>
<tr>
<td><strong>ACC 111</strong> Principles of Accounting</td>
<td>3</td>
<td>ACC 240 Principles of Financial Accounting</td>
</tr>
<tr>
<td><strong>BMG 111</strong> Business Law I</td>
<td>3</td>
<td>Restricted LEGL Elective (LAW 293)</td>
</tr>
<tr>
<td><strong>CJT 120</strong> Criminal Justice Ethics</td>
<td>3</td>
<td>Restricted LEGL Elective (CRM 362)</td>
</tr>
<tr>
<td><strong>CJT 154</strong> Everyday Law I: Law &amp; Civil Liberties</td>
<td>3</td>
<td>Restricted LEGL Elective</td>
</tr>
<tr>
<td><strong>CJT 155</strong> Everyday Law: Civil Law, Liabilities and You</td>
<td>3</td>
<td>Restricted LEGL Elective</td>
</tr>
<tr>
<td><strong>CJT 208</strong> Criminal Evidence and Procedure</td>
<td>3</td>
<td>Restricted LEGL Elective (CRM 460)</td>
</tr>
<tr>
<td><strong>CJT 209</strong> Criminal Law</td>
<td>3</td>
<td>Restricted LEGL Elective</td>
</tr>
<tr>
<td><strong>MUS 147</strong> Arts, Media and Entertainment Law</td>
<td>3</td>
<td>University Elective</td>
</tr>
<tr>
<td><strong>PHL 250</strong> Logic</td>
<td>3</td>
<td>University Elective (PHIL 130)</td>
</tr>
</tbody>
</table>

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EMU Requirements that May be Taken at WCC or EMU (17-21 credits)

<table>
<thead>
<tr>
<th>Requirement</th>
<th>WCC Credits</th>
<th>Transfer to EMU Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BOS 106</strong> or CIS 100</td>
<td>3</td>
<td>BMMT 201 Microcomputers for Business Applications</td>
</tr>
<tr>
<td><strong>SOC 207</strong> Social Problems</td>
<td>3</td>
<td>SOCL 202 Social Problems</td>
</tr>
<tr>
<td>Open Electives (not to exceed 82 credits at WCC)</td>
<td>11-14</td>
<td>University Elective</td>
</tr>
</tbody>
</table>

Students who want a full-time schedule at EMU should save some university electives to take at EMU.

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Credits at WCC: 79-82 Credits that transfer to EMU: 79-82

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* Required for EMU’s Paralegal program.
** Required for admission to EMU’s Paralegal program. See page 3 for minimum grade requirements.
1 ECO 211 and 222 may be used instead of SOC 100 and SOC 207 for EMU’s Paralegal program.
2 Applies to the requirement for 21 hours of Restricted Electives for EMU’s Paralegal program.
3 Pre-requisite for EMU’s LEGL 212, 213, 305, and 400.

**Sign up with us:** If you let us know you are using this articulation agreement we can stay in touch with you and provide information and advising to you while you are still at your community college. Sign up at: [www.emich.edu/ccr/trackingsystem/Enter.php](http://www.emich.edu/ccr/trackingsystem/Enter.php)
PARALEGAL ARTICULATION AGREEMENT GUIDE
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Completion of the Paralegal Program

Major Requirements (42-45 credits)

Required Paralegal Courses (30-33 credits)

- LEGL 212 Law Office Administration & Technology ............... 3
- **LEGL 304W Legal Writing, Research & Analysis I .................. 3
- LEGL 305 Adv Legal Writing, Research, & Analysis II .............. 3
- LEGL 311 Probate, Estates and Wills .................................. 3
- LEGL 313 Family Law ......................................................... 3
- LEGL 400 Adv Legal Writing, Research & Analysis III .............. 3
- LEGL 404 Court Rules, Forms, and Drafting Contracts ............. 3
- LEGL 405 Civil Litigation, Investigation & Procedure I ............ 3
- LEGL 406 Civil Litigation, Investigation & Procedure II ........... 3

1 LEGL 416L Paralegal Internship ......................................... 3-6

Business & Information Processing Core (9 credits)

- BMMT 220 Word Information Processing Operations (3)
- BMMT 497/498/499 Independent Study (1/2/3)
- CTAC 357 Interviewing as Communication (3)
- IA 210 Concepts of Network/Business Technology (3)
- LAW 293 Legal Environment of Business (3)
- LAW 303 Law of Business Enterprises (3)
- LAW 403 Employment Law (3)
- LEGL 278/279/379 Special Topics (1/2/3)
- LEGL 315 Land Transaction & Real Estate for Para (3)
- LEGL 320 Cyber Law and Compliance (3)
- LEGL 415 Bankruptcy Law (3)

1 LEGL 417L Legal Assistance Center Clinical Experience (3)
- LEGL 418 Women & The Law (3)
- LEGL 478/479 Special Topics (2-3)
- PHIL 355W Philosophy of Law (3)
- PLSC 301 American Legal System (3)
- PLSC 302 Criminal Law and Politics (3)
- PLSC 312 Constitutional Law: Institutions & Process (3)
- PLSC 313 American Constitutional Law II (3)
- PLSC 341 International Law (3)
- PLSC 385 Judicial Process and Behavior (3)
- PLSC 412W Comparative Legal Systems (3)

Restricted Electives (3 credits)

Complete three credit hours from the following:

- BMMT 220 Word Information Processing Operations (3)
- BMMT 497/498/499 Independent Study (1/2/3)
- CTAC 357 Interviewing as Communication (3)
- IA 210 Concepts of Network/Business Technology (3)
- LAW 293 Legal Environment of Business (3)
- LAW 303 Law of Business Enterprises (3)
- LAW 403 Employment Law (3)
- LEGL 278/279/379 Special Topics (1/2/3)
- LEGL 315 Land Transaction & Real Estate for Para (3)
- LEGL 320 Cyber Law and Compliance (3)
- LEGL 415 Bankruptcy Law (3)

1 LEGL 417L Legal Assistance Center Clinical Experience (3)
- LEGL 418 Women & The Law (3)
- LEGL 478/479 Special Topics (2-3)
- PHIL 355W Philosophy of Law (3)
- PLSC 301 American Legal System (3)
- PLSC 302 Criminal Law and Politics (3)
- PLSC 312 Constitutional Law: Institutions & Process (3)
- PLSC 313 American Constitutional Law II (3)
- PLSC 341 International Law (3)
- PLSC 385 Judicial Process and Behavior (3)
- PLSC 412W Comparative Legal Systems (3)

Credits at EMU: .............................................................. 42-45
Transfer Credits ............................................................ 79-82
Minimum Credits to Graduate: ...................................... 124

Sample sequences for completing the program:

(Students may register concurrently at WCC & EMU)

Winter Semester Start (9 credits)

- LEGL 212 Law Office Administration & Technology ............... 3
- LEGL 304W Legal Writing, Research and Analysis I .............. 3
- LEGL 311 Probate, Estates and Wills .................................. 3

Summer (3 credits)

- BMMT 396 Information & Media Administration ..................... 3

Fall (9 credits)

- LEGL 213 Advanced Spreadsheet Applications ...................... 3
- LEGL 313 Family Law .......................................................... 3
- LEGL 404 Court Rules, Forms, and Drafting Contracts .......... 3

Winter (9 credits)

- BMMT 496 Records Admin/Database Systems ....................... 3
- LEGL 305 Adv Legal Writing, Research, & Analysis II ........... 3

Restricted LEGL Elective ..................................................... 3

Fall (6 credits)

- LEGL 400 Adv Legal Writing, Research and Analysis III ......... 3
- LEGL 405 Civil Litigation, Investigation & Procedure I ........... 3

Winter (6-9 credits)

- LEGL 406 Civil Litigation, Investigation & Procedure II ......... 3

Minimum Credits to Graduate: ...................................... 124

** Required for admission to EMU’s Paralegal program. See page three, #5 for grade requirements for these courses.

1 Satisfies EMU’s “Learning beyond the Classroom” requirement.

NOTE: Students may register concurrently at WCC and EMU while completing the program in order to take paralegal courses in the appropriate sequence and graduate in a timely manner.

NOTE: If sufficient credit hours are not transferred from WCC, additional credits must be completed at EMU to satisfy the 124 credit minimum.

Students receiving financial aid should contact the Financial Aid Offices at WCC and EMU to ask about options for financial aid as a concurrently registered student.

Eastern Michigan University
Community College Relations http://www.emich.edu/ccc/artguide.php

June 22, 2016
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Additional Information:

1. Each institution will determine the satisfaction of their individual program and degree requirements. Both WCC and EMU agree to accept transferable courses from each other and from other institutions. WCC courses indicated with an * are required for EMU’s Paralegal program. Substitutions for these courses must be approved by the EMU program coordinator.

2. Students with the MTA endorsement on their community college transcript have satisfied EMU’s General Education Core Requirements and will be required to complete only the General Education Application Requirements of one “Perspectives on a Diverse World” course, one “Learning beyond the Classroom” experience, and a “Writing Intensive” course in the major. The Perspectives on a Diverse World requirement may be transferred to EMU.

   To use the Michigan Transfer Agreement (MTA), students must have an official community college transcript, with the “MTA Satisfied” endorsement sent to EMU’s Admissions Office. Students who do not have “MTA Satisfied” on their community college transcript, will be required to satisfy EMU’s general education requirements as applied to transfer students. The MTA may be completed after admission to EMU, however, students should inform their advisors or they may be advised to complete additional courses for the general education program. Students who enrolled in college prior to September 2014 will have until the end of August 2019 to complete the MACRAO agreement. If already on the transcript, the MACRAO designation will be accepted at EMU after August 2019.

3. A grade of “C” or better (2.0 on a 4.0 scale) is required for courses to transfer to either institution.

4. Under this agreement, EMU will waive the 60-hour rule and require that a minimum of 42-45 credit hours must be completed at the four-year college level with at least 30 credits at EMU, 15 hours of which must be in program requirements at the 300-level or above. Fewer than 46 credits may be completed at the four-year level, if waivers are awarded. Of the last 30 hours completed before graduating, a minimum of 10 credit hours must be in courses offered by EMU. A minimum of 124 credit hours, completed in-residence or accepted in transfer, is required for graduation.

5. Admission to the Paralegal program requires the following minimum admission criteria:
   (1) Admission to the University as an undergraduate or second bachelor’s degree candidate;
   (2) Completion of WRTG 121 [ENG 111 at WCC] with a grade of “B” or higher;
   (3) Completion of LEGL 211 [CJT 130 at WCC] with a grade of “B-” or higher;
   (4) Completion of LEGL 304W Legal Writing, Research, & Analysis I, with a grade of “C+” or higher; and
   (5) A cumulative GPA of at least 2.5 on a 4.0 scale.

   Additionally, students will be expected to receive a minimum grade of “C” in all remaining LEGL courses and maintain a cumulative GPA 2.5 and a GPA within the major of at least 2.5.

6. Students must satisfy all admission requirements at the time of application for admission to EMU, including submitting transcripts from all previously attended colleges. WCC students will receive equal consideration with other students for course registration and financial aid.

7. Students are encouraged to contact the EMU Paralegal Program Advisor early, before completing an admission application to EMU, especially if approval is sought for waivers of required courses. To facilitate advising and the evaluation of transcripts, sign up for this articulation agreement using the link [www.emich.edu/ccr/trackingsystem/Enter.php](http://www.emich.edu/ccr/trackingsystem/Enter.php), and bring a copy to all advising sessions.

Effective Dates: September 1, 2016 until August 31, 2019

This is a renewal of an agreement made in September 2012. Students who began this program prior to the new effective date have the option of using this guide or may continue to follow the guide they started under for up to seven years. If this agreement is not renewed at the end of the effective period, students who already started the program will be given three additional years to be admitted to EMU under the terms of this agreement.

Contacts:

Washtenaw Community College
Ruth Walsh, Program Advisor
GM 300 GG, 734.973.3689
rawalsh@wccnet.edu

Eastern Michigan University
Tracy Nothnagel, Program Advisor
122 Sill Hall, 734.487.1161
tnothnage@emich.edu