

### **Wilbur Wright College Paralegal Program Course Transfer Policies for Paralegal Courses**

1. Students may apply to receive transfer credit towards graduation with the Associates in Applied Science in Paralegal Studies degree from Wright College.
2. The maximum number of paralegal courses for which students can receive transfer credit is three (nine semester hours) *with the exception of Harold Washington College from which students may transfer additional paralegal courses.*
3. All students seeking transfer credit for paralegal courses must complete nine semester hours of synchronous instruction in program legal specialty courses.
4. Wright College's paralegal courses are listed below. Legal specialty courses are designated with an asterisk.

Introduction to Paralegal Studies (Business 147)\*  
Civil Litigation (Business 148)\*  
Family Law (Business 149)\*  
Legal Research & Writing I (Business 150)  
Real Estate Law for the Paralegal (Business 219)\*  
Criminal Law for the Paralegal (Business 220)  
Contract Law for the Paralegal (Business 222)\*  
Tort Law (Business 223)\*  
Wills, Trusts and Probate (Business 224)  
Legal Research and Writing (Business 225)\*  
Internship (Business 226)  
Elder Law (Business 227)  
Environmental Law for the Paralegal (Business 228)  
Immigration Law (Business 229)  
Legal Ethics (Business 238)\*  
Business Organizations (Business 239)  
Computers in the Law Office (Business 240)

5. Transferring institutions must be accredited by the Higher Learning Commission or equivalent. Transferring institution programs must be approved by the American Bar Association and all transferring institutions must provide at least ten semester credits or the equivalent of legal specialty courses through traditional classroom instruction.
6. Students wishing to transfer paralegal course work from a school using academic quarters must combine two paralegal courses to receive credit for one Wright College course. For example, a student who took Contracts and Corporations at a school using academic quarters may apply for transfer credit at Wright College for Business Law for the Paralegal.
7. To receive transfer credit students must provide the course catalogue from the institution from which they wish to transfer credit, the course syllabi and examples of their work from the courses for which they are seeking transfer credit.
8. Applications for transfer credit must be submitted to the Paralegal Program Coordinator.
9. These policies are subject to change and interpretation by the Paralegal Program Coordinator.