LGL Transfer Credit Policy

Legal Studies Credit for Legal Specialty Courses by Transfer

* Notwithstanding the provisions detailed below: in no circumstance will a student be awarded a PLS/LGL degree or certificate unless at least 9 hours of Legal Studies specialty course work has been completed at CLC in a synchronous class format.

Transfer Credit Policy. The College of Lake County Legal Studies Program may award transfer credit for LGL designated legal specialty courses, except for LGL 250, 251 and 270, on a case-by-case basis determined by a Legal Studies Program Department Chair, subject to approval of the Dean of the Business & Social Sciences Division under the following circumstances:

 1. Transfer credit may be awarded for *substantially similar* courses completed with a grade of "C" or higher in an ABA approved, or other post-secondary academically accredited academic paralegal education program within 10 years of the date of the request. To be considered "substantially similar":

> a. the course must have incorporated the same or similar topics and assignments as the LGL course sought to be credited as evidenced by a catalog description, detailed syllabus, and course reference file,
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> b. the course must have an educational value of at least 3 college semester credit hours; and,
>
> c. the course must have been delivered in a traditional (synchronous) academic format.

2. No more than 9 semester credit hours of Legal Studies course credit (LGL courses) may be earned toward the A.A.S. and Certificate by transfer credit.

3. Students who wish to obtain transfer credit for any LGL legal specialty course should submit a request to the LGL Department Chair including the following:

> a. The name of the CLC course for which you wish to obtain transfer credit
>
> b. Name and course number of course you wish to transfer along with:
>
>> 1. a transcript documenting course grade, credits, and year completed, and
>>
>> 2. the course description and course syllabus and confirmation that it was completed in a traditional (synchronous) format.