

1. UAA Residency Requirements and Transfer Credit Policies

Legal Studies Program option credentials will be awarded only in compliance with the University's published resident credit and transfer policies. Pursuant to these policies, students must complete at least 50 percent of the last half of their credits in residence. In a 24-credit certificate program, for example, at least 6 of the last 12 must be residence credits. In addition, only credits earned at United States institutions regionally accredited by one of the accrediting associations specified in the University catalog will be eligible for transfer credit. The Legal Studies Program policy incorporates the definition of resident credit published in the University Catalog.

2. Legal Specialty Courses Defined

Courses transferred into UAA may fulfill requirements of general education, legal specialty courses, or non-legal specialty courses. Legal specialty courses are courses designed for Legal Studies students and emphasize the development of practical paralegal skills, as defined in the American Bar Association's Guidelines for the Approval of Paralegal Education Programs.

3. Transfer of Non-Legal Specialty Coursework from Other Institutions

Transfer credit evaluation of general education courses and non-legal specialty courses is awarded in accordance with published University policies, including the resident credit policy noted above.

4. Transfer of Legal Specialty Coursework

A maximum of nine (9) credit hours of legal specialty coursework may be transferred into the program. Only coursework from regionally accredited, ABA-approved paralegal education programs will be accepted for transfer. In addition, any course for which transfer is sought must have been taken within five (5) years of the request for transfer, must be substantially similar to an existing UAA Legal Studies course, must have been taught at the same (or higher) academic level as the course is taught at UAA, and the student must have earned a "C" or above in the course. Credit will be awarded pursuant to this policy only upon approval by the Legal Studies program coordinator.

5. Time Limit on Transfer of Coursework

Courses completed more than five (5) years prior to program application are not eligible for transfer credit.

6. Credit by Examination or Competency

No credit by examination or competency for legal specialty classes will be awarded, nor will such credits be accepted for transfer.