

TECHNICAL COLLEGE SYSTEM OF GEORGIA

ACADEMIC AFFAIRS DIVISION – OFFICE OF TECHNICAL EDUCATION

INFORMATION TICKET

Date:9/20/2023

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Process	Action Required
<input type="checkbox"/> Curriculum Revision	<input checked="" type="checkbox"/> Notify Appropriate Personnel
<input checked="" type="checkbox"/> Course Revision	<input type="checkbox"/> Submit Vote
<input type="checkbox"/> Probe Notice	Submit Vote by: [Date]
<input type="checkbox"/> Probe Feedback	<input type="checkbox"/> Notify Faculty and Administration
<input type="checkbox"/> Probe Outcome	<input checked="" type="checkbox"/> Information Only
<input type="checkbox"/> Other	

PAS Group Title/PAS Code: Business and Office Technology (0250)	
Program Standard Title/Major Code(s) and/or Course Standard Title/Course Code(s):	
PARA1130 (CIVIL LITIGATION)	PARA1100 (Introduction to Law and Ethics)

TICKET INFORMATION:

According to the PLS (Paralegal) IFCC, students completing PARA1130 (201003L) should complete ENG1101 (Composition and Rhetoric) and PARA1100 (Introduction to Law and Ethics) as prerequisites first. Ms. Gaither, IFCC Chair, states the course is not meant to be taken without some knowledge of legal terminology and writing. Students are learning about the process for filing civil lawsuits and drafting legal documents that are filed with the court. Students need to have knowledge of legal terminology and an overview of the legitimation process which is taught in PARA 1100. In addition, they need to have writing skills that are gained in ENGL1101. No other changes were made with regards to time or credits. Changes will be effective immediately.