

# ST. PETERSBURG COLLEGE PARALEGAL STUDIES

## BACHELOR ADMISSIONS GUIDE



### ABOUT THE PROGRAM

The Paralegal Studies Bachelor's of Applied Science degree offered at St. Petersburg College is the only public baccalaureate program in paralegal studies in Florida approved by the American Bar Association. The program is not only affordable but will also make you highly desirable in the job market.

### ADMISSIONS REQUIREMENTS

To be admitted to the bachelor's degree program in Paralegal Studies, you need:

**1) Complete a minimum of 60 credits from a regionally accredited institution, including**

- 15 credits of general education courses
- ENC 1101 - Composition I or equivalent
- A college-level math course: MAT 1033, MAT 1100, STA 2023, STA 2023H, or any course with MAC, MGF, MTG, or MAS prefix
- 6 courses: 5 + either BUL 2241 or PLA 1361 (as the 6th transition course) with a grade of C or better
  - PLA1003 Introduction to Paralegalism
  - PLA1104 Legal Research and Writing
  - PLA1763 Law Office Management
  - PLA2114 Advanced Legal Research
  - PLA 2201 Civil Law and Procedure

**2) A cumulative GPA of 2.00 on a 4.00 scale or higher.**

**Please note:**

- SPC students entering with an A.S. degree in Paralegal Studies are automatically admissible to this program.\*
- For students entering with an Associate of Arts degree, unrelated Associate in Science degree, or 60- credit hours, 15 lower-level credits in paralegal studies are required for admissions into the Bachelor's program (classes that begin with the 1000 & 2000 PLA prefixes including PLA 1003, PLA 1104, PLA 1763, PLA 2114 and PLA 2201)

### HOW TO APPLY

#### FRESHMAN

- Apply to SPC. Click [HERE](#) to apply to SPC!
- Select the **Paralegal** Associate in Science or speak to an Academic Advisor about an Associate in Arts degree.
- Pay your application fee and submit your official, final high school transcript.
- Meet with an Academic Advisor to help you get started!

#### TRANSFER STUDENTS

- Apply to SPC. Click [HERE](#) to apply to SPC!
- Select the **Paralegal Studies** Bachelors' program as your major.
- Pay your application fee and submit official transcripts from all prior colleges attended.
- Return your '**Intent to Participate**' form when notified of your acceptance.

#### CURRENT SPC STUDENTS

- Verify you are on track to complete your prerequisite courses.
- Log into MySPC to apply to the **Paralegal Studies** Bachelors' program.
- Return your '**Intent to Participate**' form when notified of your acceptance.
- Click [HERE](#) to log into MySPC!

#### RETURNING SPC STUDENTS

- Log into MySPC to apply to the **Paralegal Studies** Bachelors' program.  
*(If you have not been enrolled in the past two years, complete the readmission process first)*
- Return your '**Intent to Participate**' form when notified of your acceptance.
- Click [HERE](#) to log into MySPC!

\* Additional general education coursework is required to complete the degree.