

**MEMORANDUM**

Date: October 19, 2022

To: Dr. Marc Miller, Dean, James E. Rogers College of Law  
Dr. Jason Kreag, Associate Dean for Academic Affairs, James E. Rogers College of Law  
Dr. Keith Swisher, Director, BA in Law and Master of Legal Studies Programs, James E. Rogers College of Law

From: Dr. Greg L. Heileman, Vice Provost, Undergraduate Education

Re: Notification of new Academic Program approval

This memorandum serves as formal notification and official record for approval to create a new undergraduate certificate in Legal Paraprofessional owned by the James E. Rogers College of Law. The first term valid is Spring 2023.

By copy of this memo, I am requesting that appropriate changes be made to systems, records, and publications to reflect the creation of the new undergraduate certificate.

cc: Liesl Folks, Senior Vice President for Academic Affairs and Provost  
Greg Heileman, Vice Provost, Undergraduate Education, Academic Administration  
Craig Wilson, Vice Provost, Online and Distance Education  
Marilyn Taylor, Associate Vice President, Finance and Administration  
Amanda Gluski, Assistant Registrar, Office of the Registrar  
Cindy Williams, Program Coordinator, Curricular Affairs  
Academic Programs & Organizations Notifications Distribution List



The following has been created in UAccess.

Effective Date: 10/20/2022

**Academic Plan Code: LPCRTU**

**Description: Legal Paraprofessional**

Academic Career: UGRD (Undergraduate)

Academic Program: UCERT (Undergraduate Certificate)

Academic Plan Type: Specialization

First Term Valid: 2231 (Spring 2023)

Degree Offered: CERTU (Undergraduate Certificate)

Req Term Default: Program's Requirement Term

Transcript Description: Legal Paraprofessional (this is the same for Diplomatic)

CIP Code: 22.9999 (Legal Professions and Studies,)

NSC Classification: Certificate - Undergraduate

Report as NSC Program: not checked

Program Length Type: blank

Program Length Value: blank

SULA Special Program: blank

Ownership, Academic Organization: 3603 (Law) - Percent Owned:  
100.000

Campus & Locations

    Campus: Distance (DIST) – Locations: Chandler (CHANDLER) and Yuma (YUMA)

    Campus: University of Arizona-Main (MAIN) – Location: Tucson (TUCSON)

    Campus: Arizona Online (ONLN) – Location: Online (ONLN)

Budget Office Owner: 3603 (Law Instruction) - Percent Owned: 100.000

Total Units: 24