

## Part-time Program Delivery Plan

**Law Clerk (LCLR)**
**Ontario College Diploma**
**Fall 2022 intake**

**Graduation Requirements:** 19 Program Courses, 2 Communications Courses, 3 General Education Courses, and 1 Field Placement

<b>Recommended Course Sequence</b>			
<b>Semester</b>	<b>Course Code</b>	<b>Course Name</b>	<b>Term</b>
Sem 1	COMP1048	Introduction to Keyboarding	Fall 2022
Sem 1	LAWS1023	Introduction to Legal Office Administration	Fall 2022
Sem 1	COMP1012	Introduction to Business Documentation	Winter 2023
Sem 1	LAWS1024	Foundations of the Canadian Legal System	Winter 2023
Sem 1	COMMxxxx	<a href="#">Communications Course</a>	Summer 2023
Sem 2	LAWS1014	Family Law 1	Summer 2023
Sem 1	LAWS2046	Contracts and Torts	Fall 2023
Sem 3	LAWS2039	Family Law 2 ( <i>pre-requisite LAWS1014</i> )	Fall 2023
Sem 2	GNEDxxxx	<a href="#">General Education Course</a>	Winter 2024
Sem 4	LAWS2052	Legal Professionalism and Ethics ( <i>pre-requisite LAWS 1023</i> )	Winter 2024
Sem 2	REAS1003	Legal Research and Writing ( <i>pre-requisite LAWS1024</i> )	Summer 2024
Sem 2	LAWS1015	Debtor and Creditor/Landlord and Tenant Law	Summer 2024
Sem 3	LAWS2044	Real Estate Law 1	Fall 2024
Sem 3	LAWS2051	Advanced Legal Office Administration ( <i>pre-requisite LAWS 1023</i> )	Fall 2024
Sem 4	LAWS2032	Estates Law	Winter 2025
Sem 4	LAWS2045	Real Estate Law 2 ( <i>pre-requisite LAWS 2044</i> )	Winter 2025
Sem 2	COMP1003	Microcomputer Applications	Summer 2025
Sem 2	COMMxxxx	<a href="#">Communications Course</a>	Summer 2025
Sem 3	GNEDxxxx	<a href="#">General Education Course</a>	Summer 2025
Sem 3	LAWS2053	Civil Litigation 1	Fall 2025
Sem 3	LAWS2040	Corporate and Commercial Law 1	Fall 2025
Sem 4	LAWS2041	Corporate and Commercial Law 2 ( <i>pre-requisite LAWS 2040</i> )	Winter 2026
Sem 4	LAWS2043	Civil Litigation 2 ( <i>pre-requisite LAWS 2053</i> )	Winter 2026
Sem 4	LAWS2037	Law Clerk Field Training (84 hours) (complete in May)	Summer 2026
Sem 4	GNEDxxxx	<a href="#">General Education Course</a>	Summer 2026

\*Please note this schedule subject to change\*

**With a Fall start:**

2 courses every semester – finish in 4 years (12 semesters)

Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter-Summer

3 courses every semester – finish in 2.5 years (8 semesters)

Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter

\*connect with Tim to set up a 3 course schedule

**Questions?**

Law Clerk Diploma Coordinator

Tim McKeon

[Tim.McKeon@GeorgianCollege.ca](mailto:Tim.McKeon@GeorgianCollege.ca)

Part-time Studies Manager

Jenny Wilcox

[Jenny.wilcox@georgiancollege.ca](mailto:Jenny.wilcox@georgiancollege.ca)