UNIVERSITY of DENVER
STURM COLLEGE OF LAW
Master of Science in Legal Administration

Course Plan-**Certificate**
Law Firm Administration Concentration
FY 2015-2016

MSLA Office
303.871.6308
www.law.du.edu/msla
msla@law.du.edu

Name:_____ **Student ID:** _____

Certificate Degree Requirements – Course Title	**Course Number**	**Prerequisites**	**Credit Hours**	**Projected Semester Completion**	**Completed?**
A. Certificate Specialized Courses – Required		**Subtotal: 10 hours**			
Legal Practice Seminar	L 4420		**3**		☐
Financial Management for the Legal Administrator	M 4901	M 4410 – Accounting for the Legal Administrator	**3**		☐
Business Development: Marketing and Client Services	L 4700		**3**		☐
Law Firm Administration	M 4201		**3**		☐
B. Other Courses*					
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Total Credit Hours Required for Degree:	**18 hours**				

_____ _____
MSLA Director Date

*** All certificate students are responsible for completing the necessary courses for the certificate. All students are required to meet with the Director each term to ensure certificate requirements are met.