

## **The Tailor-Made Course Legal English for Civil-Law Notaries**

The programme of the tailor-made course ‘Legal English for Civil-Law Notaries’ is specially tailored to the needs of (candidate) civil-law notaries and/or notarial staff. This means that in addition to the general matters that are addressed during the *legal English* courses – for example, *practical legal English* in the form of legal correspondence and legal translation – the course focuses on those legal fields that are important to civil-law notaries: (a) real estate transactions; (b) family and inheritance law; and (c) business law & law of legal entities.

In the standard structure of the tailor-made course attention is paid to: (a) knowledge of the relevant reference books and other sources; (b) knowledge of the legal terminology in general and in the field of immovable property, family and inheritance law and business law in particular; (c) practical legal English in the form of legal correspondence & legal translation. If desired, attention can also be paid to fluency.

The characteristic of a tailor-made course is of course that the programme and the frequency of the sessions can be determined in consultation. In order to give an impression of how the tailor-made course Legal English for Civil-Law Notaries *might* look in practice, two possible scenarios are given under course options below, merely for illustrative purposes. (The exact times of the sessions may be adjusted to the client’s needs.)

## **The online version of the Legal English for Civil-Law Notaries Tailor-Made Course**

The tailor-made course can also be taken by email correspondence. Participants in the online course follow the same programme as participants in the regular tailor-made course (depending on the option), except that in the online course no attention is paid to fluency.

The online version of the tailor-made course is subject to the same enrolment and payment conditions as the regular tailor-made course.

## **Course Fee**

The tailor-made course may be held at the location of the client or in our course room at Erich Salomonstraat 525, 1087 GT Amsterdam-IJburg.

Course fees are determined by consultation. For on-site courses travel costs allowance based on public transport (2nd class) are charged in addition. (No VAT is charged.) The study materials to be provided during the lessons are included in the course fee; (any) text books are borne by the student.

## **Certificate & PO Points**

No examination is attached to the course; the students that completes the course successfully, will receive a certificate.

Chris P. Odijk – *English Courses & Translations* is authorized by the Royal Notary Association to register the courses in the context of the Permanent Education. If the course is registered for that purpose, an attendance list is kept at each session. After completion of the course a participation certificate and a reference statement is issued, showing the themes that are dealt with at what dates.

