

## **Where and when – Legal Translation Course**

### **The regular course**

The regular Dutch-English / English-Dutch Legal Translation Course will start on 17 September 2019 for the 27<sup>th</sup> time. (Students may start the correspondence version of the course at any time convenient to them.)

On Tuesday 10 September 2019 a general information evening will be held at the course location, Erich Salomonstraat 525, 1087 GT Amsterdam, the Netherlands; the starting time is 6.30 p.m. The first class will be a week later, on Tuesday night 17 September 2019. The course will be held on Tuesday nights, from 6.30 p.m. to 10 p.m. (If many students sign up for the course, a parallel class may be held on Wednesday nights.) In principle, the final class will be held on 2 June 2020.

### **Course Dates**

Tuesday 10 September 2019 – Open Information Evening (6.30 p.m. – 8.30 p.m.)  
Tuesday 17 September 2019 – Date 1<sup>st</sup> class of the regular course (6.30 p.m. – 10 p.m.)

### **Vacation periods**

The vacation periods of the North Netherlands region are applicable.

- Autumn vacation – 19 Oct. 2019 to 27 Oct. 2019
- Christmas vacation – 21 Dec. 2019 to 05 Jan. 2020
- Spring vacation – 15 Feb. 2020 to 23 Feb. 2020
- May vacation – 25 April 2020 to 03 May 2019

### **Enrolment**

If desired, you may enrol for the regular course during the information evening, but you can also reserve a place by completing and submitting the enrolment form and paying the enrolment fee of EUR 50 (see the form); the latter could be sensible in view of the limited number of applicants that can be admitted to the regular course. If you require further information or wish to make an appointment for an introductory conversation, you may call us at the telephone number below.

### **The Correspondence Course**

As from the 2006-2007 season, the Dutch-English / English-Dutch Legal Translation Course can also be taken by email correspondence. The student can start the correspondence version of the course at any time that is convenient for them. The start date is the first Tuesday (not falling in a vacation interval) after the completion of the administrative formalities (submission and receipt of the enrolment form, confirmation of the enrolment, payment and receipt of the enrolment fee, and payment and receipt of the tuition fee). The correspondence course has the same vacation periods as the regular course.

**For the correspondence course, the students should submit by email the theoretical and translation assignments. As soon as possible these will be returned with comments and suggestions. Any additional questions may also be asked by email. The model translations and the other course material are sent per email to the student. Those who wish to enrol for the correspondence version should specify this on the enrolment form under 'name of the course'.**

**As far as the pace of the course is concerned: precisely because many students of the correspondence course may have busy work elsewhere, the course structure allows the student to determine their own pace. This means that it is no problem if a student fails to send in an assignment every week. A student may take longer to complete the programme. However, the course of 33 assignments must be completed in any event within two years (70 teaching weeks). If the programme is not completed after these two years, the unfinished part of the course programme may be completed upon payment of a proportional fee.**

## **The Course Location**



**Chris P. Odijk & Xandra Lammers English Courses & Translations  
Erich Salomonstraat 525  
1087 GT AMSTERDAM-IJBURG  
Tel. +31 (0)20-679 43 07; 06-10698933**

**Using public transport: from Amsterdam Central Station: tram line 26 (the 'IJ-tram')  
(get off at the Diemerparklaan stop) + approx. a 5-minute walk)**