

Where and when – Legal Translation Course

The online course

In the 2024-2025 season the Dutch-English & English-Dutch Legal Translation Course will be held for the 31st time, and for the fourth time in an online version.

This means that the online Dutch-English & English-Dutch Legal Translation Course will start – if there are sufficient participants – on 10 September 2024. (The correspondence version of the course can be started at any time.)

On Tuesday evening 3 September 2024, a general information evening will be organized through Teams (start time is: 6:30 p.m.); please register for this free information evening by email. One week later, on Tuesday evening, 10 September 2024, the first class of the online course is scheduled. The course will be held on Tuesday evenings from 6:30 p.m. to 10:00 p.m.; at about 8:30 p.m. there will be a 15-minute break. The last lesson will take place – in principle – on 27 May 2025.

Course Dates

Tuesday 3 September 2024 – Open Information Evening (6.30 p.m. – 8.30 p.m.)
Tuesday 10 September 2024 – Date 1st class of the online course (6.30 p.m. – 10 p.m.)

Vacation periods

The vacation periods of the North Netherlands region are applicable.

- Autumn vacation – 26 Oct. 2024 to 03 Nov. 2024
- Christmas vacation – 21 Dec. 2024 to 05 Jan. 2025
- Spring vacation – 15 Feb. 2025 to 23 Feb. 2025
- May vacation – 26 April 2025 to 04 May 2025

Enrolment

If desired, you may enrol for the online 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 online 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

Since the 2006-2007 season, the Dutch-English / English-Dutch Legal Translation Course has also existed in an email correspondence version. 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. 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.

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