

ENGLISH FOR LAW

Our comprehensive and practical **ONE-TO-ONE ENGLISH FOR LAW COURSE** is part of our professional programme and ideal for those who require this specific type of professional course. Your tutor will have legal qualifications and many years of experience in the practice of law which is absolutely essential for a successful course. You will stay with your qualified tutor and family for the duration of your course and this will ensure rapid and meaningful progress in achieving your objectives.

These courses are suitable for legal practitioners who need to improve their legal English, other professionals such as interpreters and translators who require knowledge of Legal English and students preparing for a career in Law, university degrees in Law or Criminology, degrees in other fields with law as a component and examinations such as ILEC (International Legal English Certificate Examination).

We can offer specific courses covering (but not limited to) such areas as English for:

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| Advocacy | Family and Divorce Law |
| Arbitration | General Practice of Law |
| Company Law | Human Rights Law |
| Commercial Law | Insurance Law |
| Competition Law | Intellectual Property |
| Comparative Law | International Law |

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|---------------------------------------|------------------------|
| Contract Law, including Sale of Goods | Litigation |
| Criminal Law | Media Law |
| Defamation law | Negotiable Instruments |
| English for Drafting Documents | Legal Procedure |
| English for Law Students | Real Property |
| Employment Law | Tort Law |

Frequently, we are asked for courses that focus on aspects of legal writing, drafting of contractual documents, meeting, greeting, advising and dealing with clients, aspects of court advocacy, communicating and explaining legal issues with English speaking colleagues, negotiating and making presentations to name a few. Every course is unique and focused on your individual needs and objectives.

One particular aspect of our courses relates to the difficulties that exist in explaining the differences in laws and practice and procedure between Common Law jurisdictions and Codified Law systems of non-English speaking jurisdictions. This can be quite difficult for lawyers to do and even more difficult for clients to fully understand. Our courses take this difficulty into account so that, for example, an Italian lawyer can focus on properly explaining the effect of an Italian statute to an English speaking colleague using language used and understood by English speaking lawyers. Of course we also cover normal language and terms which are more easily understood by clients who need clear and concise explanations.

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Effective communication is a key element of our courses with correct and good use of English as a priority. The four core skills - speaking, listening, writing and reading - are practised together with appropriate vocabulary and phrase building, pronunciation and correct use of grammar as needed. Your needs and objectives are clearly identified before and at course commencement and language weaknesses addressed in a professional and helpful manner.

Outside lessons there will be an opportunity to visit a law office, speak to other lawyers and visit the Law Courts as appropriate. You will be pleasantly surprised with your progress at course conclusion.

If you would like to enrol for our one-to-one Legal English immersion course or need further information please contact us and provide as much information as possible advising the areas you would like to study. We will be pleased to design a course that meets your exact needs. Every course is unique and we have great experience in presenting Legal English courses for many years with great feedback.

We will be pleased to discuss any aspect with you prior to course booking so that you have all the information you need. It may also be possible to put you in contact with some of our past students who have taken legal courses with us. You can always speak directly to us by phone should you wish for a more personal touch - please contact us through our form on 'contact us' or send us an e mail and we will phone you at a time convenient to you and without commitment on your part.

PERSONALISED COURSE: We appreciate that, as a professional, your time is limited and you have very specific requirements. For this reason a one-to-one English immersion course with a qualified and experienced
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tutor is the ideal solution ensuring that your specific language needs are met in an efficient but thoroughly enjoyable manner. As your course is delivered by your tutor in the tutor's home this means that no time is lost travelling to and from your course. Lessons are relevant, personalised and centred around you - with you and only you in mind!

Following a needs analysis your tutor will design a course that focuses on your particular language needs. This course will cover many areas including pronunciation, sentence/word stress, grammar, vocabulary as well as the four skills - speaking, listening, reading and writing. Error identification and correction, monitoring and reduction of repetitive errors are always a priority and are a very important component of our courses.

Your tutor will carefully discuss your needs with you in the first lesson and design your course based on these needs and, of course, your wishes! You are encouraged to bring work related materials with you - work documents, brochures, previous and current presentations, correspondence etc. - and these can be incorporated into your course where appropriate. Your continuing language needs are constantly monitored and the course focus can be altered to take these into account. Flexibility is important and of course more easily practised in the context of a one-to-one course!

As with all our courses, your specific needs will be identified and prioritised in the first lesson and the course will be designed to meet these needs. Our one-to-one method allows for continuous monitoring of progress and meeting evolving language needs so you can rest assured that your tutor will be flexible to ensure your course is relevant to your needs.

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DOCUMENTATION: We negotiate a *Needs Analysis and Course Plan* with you prior to course commencement, conduct an *Assessment* of English level, complete daily *Lesson Sheets* which contains details of the lesson topics and aims for reference, provide a *Certificate of Attendance* signed by our Course Director at course conclusion and forward you a *Progress Report* by e mail within one week of course conclusion. Copies of all documents are provided to you so that you have a record of your course from start to finish.

You are very welcome to remain in contact with us following course conclusion regarding any matter and we will endeavour to assist you in any way we can. We ask you to let us have your opinion after your course has finished.

ADVICE: Our **ENGLISH FOR LAW** courses are specialised and we advise that you take a course of 20 hours per week and ideally for two weeks or more if possible. If this is not possible then a one week course of 25 hours is recommended to properly address your needs and objectives. This is our advice and of course you should feel free to choose a schedule that suits you.

ENGLISH LEVEL REQUIRED: Intermediate level of English as a minimum. If your level is presently below this standard you might consider taking a general English course with us for one or two weeks followed by our **ONE-TO-ONE ENGLISH FOR LAW COURSE**.

FREQUENCY: From January to December (excluding Christmas) by arrangement.

TUTORS: Our tutors for this course are legal professionals and experienced English language tutors. They are experienced lawyers with high level academic qualifications in addition to English language teaching diplomas.

COST: €1300 per week for 15 hours, €1500 per week for 20 hours and €1700 per week for 25 hours. This includes accommodation, meals and tuition for the hours chosen. For courses of three weeks or more we offer a reduction of 10% for the third and subsequent weeks. Please check the prices on our website.