

LEGAL ENGLISH FOR LAW PROFESSIONALS

TOLES ADVANCED PREPARATION COURSE

17 - 28 February 2020

English is the established language of the legal profession, and is therefore an essential tool for any legal professional, especially those working with international matters.

At **Ace Training and Development Centre**, we understand the importance of achieving your personal and professional language goals. Our legal English courses for lawyers, other law professionals as well as legal translators, are intensive and designed to focus on your individual needs. The Ace Training and Development Centre approach to legal English courses will dramatically improve your legal English capabilities and further develop your career prospects.

As lawyers use specialised language, the need for focused Legal English examinations is advantageous.

Ace Training and Development Centre is a TOLES approved training and exam centre and is preparing lawyers and law students for the TOLES examination through its Legal English for Lawyers course.

It's all about accuracy. Yes; you know a lot of legal vocabulary. But are you putting that vocabulary together properly? In contracts? In emails? In letters? Accuracy is as important as fluency to a law firm.



ACE TRAINING AND
DEVELOPMENT
CENTRE

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Preparation Course

The 30-hour exam preparation course is designed to help lawyers to achieve a high score and demonstrate a high legal English awareness level. It addresses the terminology useful to the legal profession, and more specifically the terms used in the context of banking, contract law, employment law, the law of tort, business law, company law, contract understanding and drafting, and legal letter writing.

CONTENT

- Pre-contractual documents
- Basic legal negotiations
- Oral contracts
- Companies
- The litigation process
- Banking
- Other forms of business
- Bankruptcy and insolvency
- Essential contract law
- Letter writing skills
- The law of tort
- Commercial contracts
- Intellectual property
- An introduction to the Common law
- Employment law and contracts



The Test of Legal English Skills (TOLES) is the undisputed market leader in certifying proficiency in Legal English providing reliable, valid assessment of language skills. The TOLES is a practical, industry-specific test that meets the needs of international and local law firms for reliable measurement of Legal English ability. The TOLES Exam Body is a member of the International Division of the Law Society of England & Wales.

Law firms and organizations that have already entered candidates for the TOLES exams include:

- The Law Society of England and Wales
- PricewaterhouseCoopers
- KPMG
- European Court of Justice
- European Central Bank
- Deutsche Bundesbank
- Sony Ericsson
- Siemens



The TOLES Advanced

(The examination at the end of the Legal English for Lawyer Course)

The TOLES ADVANCED exam is considered to be the gold standard of legal English achievement and the highest of the three levels of professional exams offered by TOLES. The exam has a heavy focus on the vocabulary and grammar required for contract drafting. Commercial awareness, knowledge of international legal terminology and sensitivity to the use of language in various legal documents are also essential skills when it comes to scoring well in the TOLES Advanced exam. The examination lasts 2 hours and it tests legal reading and writing. Please note that although TOLES is a no-fail exam, a low score cannot actually prove the good knowledge of Legal English.





Why choose Ace Training and Development Centre?

Ace Training and Development Centre, is the only training centre in Cyprus that offers English courses specifically for lawyers, legal professionals and law students.

Our training center is a TOLES approved training and examination centre and is preparing trainees for the TOLES examination through its Legal English for Lawyers courses.

Who studies with Ace Training and Development Centre?

Ace Training and Development Centre's specialized English courses offer a range of programs for commercial and public sector lawyers, legal professionals and law students. Anyone who needs to develop effective communication skills in their specific area of law will benefit from learning.

Useful Information

Class Hours

17, 19, 21/02/20 - Monday, Wednesday and Friday, 15:00 – 20:30
24, 26, 28/02/20 - Monday, Wednesday and Friday, 15:00 – 20:30

Tuition Fees

Cost including fees, books and other materials €500
VAT €95
Total Cost €595

Examination Fee

The examination fee is not included in the tuition fees

Cyprus Bar Association CPD

CPD 15

Contact Us

Give us a call for further information about our services or the course.

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