

# SURENDRANATH LAW COLLEGE

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## **NOTICE**

Surendranath Law College is going to organize an Offline Certificate Course (Value-added Course) on “**CAREER COUNSELLING, CLIENT COUNSELLING AND LEGAL DRAFTING**” from 10.05.2022 to 23.05.2022 (30 hours course) for the law students of final year. The enrolment link for the programme is <https://forms.gle/wozGZqkC573boqbQ6> and the schedule of classes of the programme will be shared in the College Website ([www.snlawcollege.ac.in](http://www.snlawcollege.ac.in)) before the commencement of the course. At the end of the programme all successful candidates will be provided with certificates.

The brochure and details of the curriculum are attached herewith.



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**Dr. Mohammadi Tarannum**  
Vice Principal  
Surendranath Law College

**VICE PRINCIPAL**  
**SURENDRANATH LAW COLLEGE**  
**KOLKATA-09**



# *SURENDRANATH LAW COLLEGE*

*24/2, M.G. ROAD, KOLKATA, 700009*



*CERTIFICATE COURSE ON  
CAREER COUNSELLING,  
CLIENT COUNSELLING AND  
LEGAL DRAFTING*

# **CERTIFICATE COURSE**

**ON**

## **CAREER COUNSELLING, CLIENT COUNSELLING AND LEGAL DRAFTING**

### **ABOUT THE INSTITUTE:**

Surendranath Law College is an esteemed law institute affiliated to the University of Calcutta and recognized by the Bar Council of India, also regarded as one of the oldest law colleges of the country. 'Rastraguru' Surendranath Banerjea, the great patriot and educationist founded this college in the heart of the city close to the Sealdah Station - considering the convenience of commuting and to encourage more students to partake of quality education, especially for those who belonged to the downtrodden community. In 1882, the Presidency School, which formed the nucleus of the present Institution, was handed over to Sir Surendranath Banerjea on 1st January 1884. He raised it to the status of a college affiliated to the F.A. standard and named it "The Presidency Institution". Within a year the institution was converted into a full-fledged, first grade college under the name "Ripon College". Its activity was further extended through the opening of the Post-Graduate Department of Law in 1884, which was later affiliated to the Calcutta University in the year 1885, as an independent professional college. Presently, Surendranath Law College imparts 5 years B.A.LL.B. course, 5 years B.A. LL.B. (Honours) course and two years LL.M. course.

### **ABOUT THE COURSE:**

Choice plays the significant role in every one's life, of which some may not lead to right decision and some may lead to success in life. Therefore, considering the need of the final year students, this certificate course on career counselling, client counselling and drafting extends an elaborate knowledge to cope up with such dilemma of the final students. This course also extends the knowledge on professional ethics and way of communication with clients which shall be followed by the advocates which reflects the shadow of responsible professionals towards society and nation at large.

Therefore, to construct a worthy consequence of career and client counselling various drafting preparation shall also be included in this certificate course. Drafting means an act of preparing legal documents such as agreements, pleading and deeds etc. In the area of law, a lot of skills are required along with theoretical knowledge of law which this course offers to pave a better way for the new graduates in the field of law.

Hence, understanding the sheer need of the young minds in the fields of law, Surendranath Law College offers the course and thus endeavours to spread an insight on the importance of career

counselling, client counselling and drafting in legal area. Course also provides a detail understanding of the subject with practical knowledge and draft to be offered in specimen on different issues by the institution.

#### **COURSE DESIGN AND VENUE:**

- This Course shall provide the theoretical and practical part comprising specimen of conveyance, petitions, writ petition etc.;
- This Course shall be held offline and be conducted at seminar room of Surendranath Law College;
- Duration: The duration for value added course shall be 30 hours, 3 hrs per day, which includes practical and theoretical study of the subject;
- Timings: 08:00 a.m. to 11:00 a.m. (30 hours).

#### **OBJECTIVES OF COURSE:**

The core objectives of the Certificate Course are to provide:

- A skillful knowledge of drafting to meet the needs of future professional career;
- To bridge the skill gaps and enhance knowledge of law among students for upcoming challenges within legal area;
- To learn how to draft a legal document;
- To provide a knowledge and stimulate participants for drafting petitions, applications, deed in different subject matters under law and real life situations;
- To broaden knowledge, skills and abilities;
- To improve decision making skills;
- To increase self esteem and motivation;
- To build interpersonal effectiveness;
- Understanding of clients' need and to point out the relief/reliefs effectively.

#### **PROCEDURE FOR REGISTRATION/ENROLMENT AND IMPORTANT DATES:**

- Registration for the course shall be done through Google form link (<https://forms.gle/wozGZqkC573boqbQ6>).
- Participants shall fill up the credentials and register.
- Registration starts from: 2<sup>nd</sup> May, 2022
- Last date of registration: 8<sup>th</sup> May, 2022

#### **ELIGIBILITY CRITERIA:**

- This certificate course is open for the law students of final year.

## ASSESSMENT OF CERTIFICATE COURSE:

This Certificate Course shall carry 100 marks, with continuous assessment (80 marks) and final assessment (20 marks). Continuous assessment shall include objectives (MCQ) and assignments on the subject.

Assessment Procedure	Marks
Assignments based on	
Module I	15
Module II	15
Module III	15
Module IV	15
Module V	20
Module VI	20
<b>Total Assessment Marks</b>	<b>100</b>

Evaluation of the performance of the participating law students will be graded as shown below:

GRADE	MARKS %
A+	80 and above
A	70-79
B+	60-69
B	50-59
C	40-49
F	Less than 40

Participants shall obtain passing requirements of 40 % to be awarded by certificate. The percentage of the marks obtained by a candidate in a course will be indicated in the awarding certificate.

## ATTENDENCE:

- 70% attendance is mandatory for the course;
- Participants who fail the examination shall not be awarded certificate.

## CERTIFICATE:

- Candidates on successful completion of the Certificate Course shall be awarded by a certificate issued and duly signed by the Authority.

**Chairperson** : Prof. Dr. Mohammadi Tarannum

**Course Coordinator** : Miss Subashna Tamang

**Joint Coordinators** : Mrs Debjani Ojha, Mrs. Diyali Roy

**Google Link** : <https://forms.gle/wozGZqkC573boqbQ6>