

## **LAW499 Legal Clerkship Programme**

**Level:** 4

**Credit Units:** 15 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY REGULAR SEMESTER

### **Synopsis:**

LAW499 Legal Clerkship Programme is an intensive, hands-on learning part of the of the degree programme. It gives the students the opportunity for hands-on experience in providing legal services to clients. This will allow students to apply their legal skills and knowledge, gain practical legal skills and acquire relevant non-legal soft skills, such as the ability to relate to clients. Students will be closely supervised and will be involved in the preparatory work of a live file, such as taking client instructions, drafting correspondence and court documents such as writs, representations and affidavits. Ideally, students will be shadowing their supervisors even in court, taking notes of evidence and preparing opening and closing statements, and mitigation pleas.

### **Topics:**

- Students will be assisting their supervisor in various cases, and are expected to be exposed to the following matters: (a) in relation to civil litigation, exposure through — (i) assisting in preparations for an interlocutory application; (ii) assisting in preparations for a trial of a civil matter; and
- (b) in relation to criminal litigation, exposure through assisting in preparations for a trial of a criminal matter
- In all instances, students will be given experience in client care and management, including interviewing clients and taking clients' instructions; and advising clients and preparing written opinions;
- drafting, in particular, of general correspondence; court documents, such as any originating process, pleading, summons, order of court or written submission; and different types of agreements;
- conducting legal research;
- case and transaction management, including monitoring files;
- negotiation, including conducting negotiations; and advising on settlements

### **Learning Outcome:**

- Explain the various sources of the relevant law, how it is made and developed; of the institutions within which that law is administered and the personnel who practice law
- Demonstrate understanding of legal concepts, values, principles and procedures of Singapore law and explain the relationship between them in a number of subject areas, as well as to apply them
- Analyse fact patterns to identify relevant issues of law, fact and procedure.
- Indicate the relevant rule of substantive law, procedure or evidence relevant to the issues identified
- Apply the relevant laws and principles to come to a conclusion on the issues
- Formulate an opinion, provide a solution and advise based on the conclusions
- Discuss critically, competing arguments in literature or in a group situation and make a reasoned choice between alternatives
- Express ideas, concepts and arguments in the English language and legal terminology with care and accuracy
- Employ information technology in an office environment for the search for information, the preparation of documents and presentations

**Assessment Strategies (Evening Class):**

<b>Components</b>	<b>Description</b>	<b>Weightage Allocation (%)</b>
Overall Continuous Assessment	TUTOR-MARKED ASSIGNMENT 1	100
<b>Total</b>		<b>100</b>