

treffpunkt sprachen –
Sprachenzentrum der Universität Graz

**UNI
GRAZ**

A photograph of three young adults in business attire. In the foreground, a young woman with brown hair pulled back, wearing a dark blazer over a light blue top, smiles warmly at the camera. Behind her, a young man in a dark suit and blue shirt, and a young woman with glasses and a dark blazer, also smile. The background is a soft-focus outdoor setting with green foliage.

ILEC
International Legal English
Certificate

Preparation course



WHAT IS ILEC (INTERNATIONAL LEGAL ENGLISH CERTIFICATE)?

ILEC is a Cambridge ESOL examination, developed in cooperation with TransLegal – Europe's leading firm of lawyerlinguists. The exam is a high-level legal-oriented language qualification for lawyers and law students set at levels B2 to C1 of the Common European Framework of Reference for Languages.

The ILEC-Exam is a test of language, not a test of legal knowledge. The exam is based on realistic tasks of the kind that legal practitioners would be expected to encounter in their daily working life. Successful candidates are able to use the language in practical situations, participate in meetings, negotiations and discussions of a legal nature, express opinions clearly and are able to understand and produce texts such as legal correspondence and memoranda.

The examination tests the full range of communication skills needed by legal practitioners. It takes approximately four hours in total and consists of four papers:

- Test of Reading
- Test of Writing
- Test of Listening
- Test of Speaking

The Test of Speaking takes place separately from the other papers and is conducted face-to-face by qualified oral examiners.

There are two exam sessions per year, one in May and one in November.

EXAM CENTRES IN AUSTRIA

- British Council Vienna
<http://www.britishcouncil.org/de/austria.htm>

Please be so kind and contact the British Council for more information on the ILEC-Exam!

ILEC-PREPARATION COURSE

The ILEC-preparation course is designed to prepare participants for the International Legal English Certificate. Based on realistic texts and tasks the ILEC-preparation course teaches candidates how to develop the four language skills (reading, writing, listening and speaking) required to cover the following topics:

1st semester: ILEC I

- The legal system: bodies of law and types of law
- Types of courts/ persons in court
- Explaining what a law says – legal Latin
- Company law: formation of a firm
- Presenting a company
- Roles in company management
- Changes in companies: explaining legal aspects of acquisitions, shareholder rights
- Contract law: formation of contracts, contract negotiation

2nd semester: ILEC II

- Contract remedies
- Types of breach / types of damages
- Talking about court actions and rulings
- Initial interviews with clients
- Contract assignment; explaining third-party rights
- Employment law
- Sale of goods legislation; terms and conditions of sale
- Property law: real property

3rd semester: ILEC III

- Intellectual property law
- Main areas of intellectual property: copyright, trade mark & patent
- Negotiable instruments
- Secured transactions
- Debtor - creditor law
- Types of liens
- Discussing insolvency work
- Competition law

The attendance of the ILEC-preparation course is not a guarantee for successfully passing the ILEC-Exam!

Please visit our homepage for detailed course dates and location:
www.uni-graz.at/treffpunktsprachen!

INFORMATION FOR STUDENTS

Successful completion of the course is worth 3 ECTS. Students of the University of Graz can take the course as an elective (Freie Wahllehrveranstaltung).

APPLICATION FOR THE PREPARATION COURSE

treffpunkt sprachen –
Sprachenzentrum der Universität Graz
Johann-Fux-Gasse 30/1. Stock, 8010 Graz
Monday-Friday, 10:00-12:00 a.m. and
Tuesday, 02:00-04:00 p.m.

Deadline: please visit our homepage
www.uni-graz.at/treffpunktsprachen!

COSTS OF THE PREPARATION COURSE PER SEMESTER

€ 150,- regular fee

€ 50,- reduced fee for students of the University of Graz



IMPRESSUM:

Publisher and Editor: Mag.Dr. Daniela Unger-Ullmann, *treffpunkt sprachen*, Johann-Fux-Gasse 30/1. Stock, 8010 Graz

Design: Roman Klug, University of Graz | Photography: © Yuri Arcurs, János Gehring - Fotolia.com