

Courses for all ILEX units

Enrolment application form 2011/12



"The help I have received so far from ITC especially on the fantastic student forum is second to none."

PAULA TRIMBLE

ITC offers courses for all ILEX Level 3 and Level 6 units. Courses are delivered by distance learning with face-to-face revision sessions and on-line support. Our courses are very flexible: you can start whenever you wish. Tuition and learning resources are available to you for fifteen months from the date of enrolment.

- Comprehensive, high quality printed and electronic course materials
- Study exercises to test your understanding of course content
- Telephone support from ITC's academic team
- On-line support via the tutor-monitored course Forum
- All course materials and support available for fifteen months
- Enrolments accepted throughout the year
- Extended payment option available
- Face-to-face revision tuition included in all law and practice courses (subject to payment of £10 at time of booking)

Please use this form to enrol on any ILEX Level 3 or Level 6 course. ITC Specialist Courses have a separate application form.

This form is valid until 30 June 2012. You must be registered with ILEX as a Student Member (or other category of member as appropriate) to sit an ILEX exam or assessment. Please contact ILEX on 01234 841000 or refer to their website at www.ilex.org.uk to find out about Student Membership, exam entry deadlines and associated costs if you have not already done so.



INVESTOR IN PEOPLE



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STEP 3 Select your ILEX Level 3 and ILEX Level 6 course(s)

Please read the section titled 'Choosing your course' on the back of this form before making your selection by ticking the box.

Please submit the fee inclusive of VAT in all circumstances.	Fees excl. VAT	Fees incl. VAT
ILEX Level 3 – individual units		
UQ1 <input type="checkbox"/> Unit 1 Introduction to Law and Practice	£162.50	£195.00
UQ2 <input type="checkbox"/> Unit 2 Contract Law	£245.83	£295.00
UQ3 <input type="checkbox"/> Unit 3 Criminal Law	£245.83	£295.00
UQ4 <input type="checkbox"/> Unit 4 Land Law	£245.83	£295.00
UQ5 <input type="checkbox"/> Unit 5 Law of Tort	£245.83	£295.00
UQ6 <input type="checkbox"/> Unit 6 Employment Law	£245.83	£295.00
UQ7 <input type="checkbox"/> Unit 7 Family Law	£245.83	£295.00
UQ8 <input type="checkbox"/> Unit 8 Law of Wills and Succession	£245.83	£295.00
UQ9 <input type="checkbox"/> Unit 9 Civil Litigation	£270.83	£325.00
UQ10 <input type="checkbox"/> Unit 10 Conveyancing	£270.83	£325.00
UQ11 <input type="checkbox"/> Unit 11 Criminal Litigation	£270.83	£325.00
UQ12 <input type="checkbox"/> Unit 12 The Practice of Family Law	£270.83	£325.00
UQ13 <input type="checkbox"/> Unit 13 The Practice of Employment Law	£270.83	£325.00
UQ14 <input type="checkbox"/> Unit 14 Probate Practice	£270.83	£325.00
UQ15 <input type="checkbox"/> Unit 15 The Practice of Law for the Elderly Client	£270.83	£325.00
UQ16 <input type="checkbox"/> Unit 16 Client Care Skills	£229.17	£275.00
UQ17 <input type="checkbox"/> Unit 17 Legal Research Skills	£229.17	£275.00
ILEX Level 3 package A. ILEX Level 3 Certificates in Law and Practice – 5 courses		
PA1 <input type="checkbox"/> Conveyancing	£916.67	£1100.00
PA2 <input type="checkbox"/> Civil Litigation – with Contract Law	£916.67	£1100.00
PA3 <input type="checkbox"/> Civil Litigation – with Law of Tort	£916.67	£1100.00
PA4 <input type="checkbox"/> Criminal Litigation	£916.67	£1100.00
PA5 <input type="checkbox"/> Family Practice	£916.67	£1100.00
PA6 <input type="checkbox"/> Probate Practice	£916.67	£1100.00
PA7 <input type="checkbox"/> Employment Practice	£916.67	£1100.00
PA8 <input type="checkbox"/> Elderly Client Practice	£916.67	£1100.00
ILEX Level 3 package B. Unit 1 plus a law unit and its linked practice unit		
PB1 <input type="checkbox"/> Unit 1 + Unit 2 + Unit 9	£608.33	£730.00
PB2 <input type="checkbox"/> Unit 1 + Unit 3 + Unit 11	£608.33	£730.00
PB3 <input type="checkbox"/> Unit 1 + Unit 4 + Unit 10	£608.33	£730.00
PB4 <input type="checkbox"/> Unit 1 + Unit 5 + Unit 9	£608.33	£730.00
PB5 <input type="checkbox"/> Unit 1 + Unit 6 + Unit 13	£608.33	£730.00
PB6 <input type="checkbox"/> Unit 1 + Unit 7 + Unit 12	£608.33	£730.00
PB7 <input type="checkbox"/> Unit 1 + Unit 8 + Unit 14	£608.33	£730.00
PB8 <input type="checkbox"/> Unit 1 + Unit 8 + Unit 15	£608.33	£730.00
ILEX Level 3 package C. One law unit and its linked practice unit		
PC1 <input type="checkbox"/> Unit 2 + Unit 9	£466.67	£560.00
PC2 <input type="checkbox"/> Unit 3 + Unit 11	£466.67	£560.00
PC3 <input type="checkbox"/> Unit 4 + Unit 10	£466.67	£560.00
PC4 <input type="checkbox"/> Unit 5 + Unit 9	£466.67	£560.00
PC5 <input type="checkbox"/> Unit 6 + Unit 13	£466.67	£560.00
PC6 <input type="checkbox"/> Unit 7 + Unit 12	£466.67	£560.00
PC7 <input type="checkbox"/> Unit 8 + Unit 14	£466.67	£560.00
PC8 <input type="checkbox"/> Unit 8 + Unit 15	£466.67	£560.00
ILEX Level 3 package D. Three mandatory law units		
PD1 <input type="checkbox"/> Unit 2 + Unit 3 + Unit 4	£658.33	£790.00
PD2 <input type="checkbox"/> Unit 2 + Unit 3 + Unit 5	£658.33	£790.00
PD3 <input type="checkbox"/> Unit 2 + Unit 4 + Unit 5	£658.33	£790.00
PD4 <input type="checkbox"/> Unit 3 + Unit 4 + Unit 5	£658.33	£790.00

Please submit the fee inclusive of VAT in all circumstances.	Fees excl. VAT	Fees incl. VAT
ILEX Level 3 package E. Two mandatory law units and one linked practice unit		
PE1 <input type="checkbox"/> Unit 2 + Unit 3 + Unit 9	£658.33	£790.00
PE2 <input type="checkbox"/> Unit 2 + Unit 3 + Unit 11	£658.33	£790.00
PE3 <input type="checkbox"/> Unit 2 + Unit 4 + Unit 9	£658.33	£790.00
PE4 <input type="checkbox"/> Unit 2 + Unit 4 + Unit 10	£658.33	£790.00
PE5 <input type="checkbox"/> Unit 2 + Unit 5 + Unit 9	£658.33	£790.00
PE6 <input type="checkbox"/> Unit 3 + Unit 4 + Unit 11	£658.33	£790.00
PE7 <input type="checkbox"/> Unit 3 + Unit 4 + Unit 10	£658.33	£790.00
PE8 <input type="checkbox"/> Unit 3 + Unit 5 + Unit 11	£658.33	£790.00
PE9 <input type="checkbox"/> Unit 3 + Unit 5 + Unit 9	£658.33	£790.00
PE10 <input type="checkbox"/> Unit 4 + Unit 5 + Unit 10	£658.33	£790.00
PE11 <input type="checkbox"/> Unit 4 + Unit 5 + Unit 9	£658.33	£790.00
ILEX Level 6 Law units		
HQ1 <input type="checkbox"/> Unit 1 Company and Partnership Law	£450.00	£540.00
HQ2 <input type="checkbox"/> Unit 2 Contract Law	£450.00	£540.00
HQ3 <input type="checkbox"/> Unit 3 Criminal Law	£450.00	£540.00
HQ4 <input type="checkbox"/> Unit 4 Employment Law	£450.00	£540.00
HQ5 <input type="checkbox"/> Unit 5 Equity and Trusts	£450.00	£540.00
HQ6 <input type="checkbox"/> Unit 6 European Union Law	£450.00	£540.00
HQ7 <input type="checkbox"/> Unit 7 Family Law	£450.00	£540.00
HQ8 <input type="checkbox"/> Unit 8 Immigration Law	£450.00	£540.00
HQ9 <input type="checkbox"/> Unit 9 Land Law	£450.00	£540.00
HQ10 <input type="checkbox"/> Unit 10 Landlord and Tenant Law	£450.00	£540.00
HQ11 <input type="checkbox"/> Unit 11 Planning Law	£450.00	£540.00
HQ12 <input type="checkbox"/> Unit 12 Public Law	£450.00	£540.00
HQ13 <input type="checkbox"/> Unit 13 Law of Tort	£450.00	£540.00
HQ14 <input type="checkbox"/> Unit 14 Wills and Succession	£450.00	£540.00
ILEX Level 6 Practice units		
HQ15 <input type="checkbox"/> Unit 15 Civil Litigation	£475.00	£570.00
HQ16 <input type="checkbox"/> Unit 16 The Practice of Company and Partnership Law	£475.00	£570.00
HQ17 <input type="checkbox"/> Unit 17 Conveyancing	£475.00	£570.00
HQ18 <input type="checkbox"/> Unit 18 Criminal Litigation	£475.00	£570.00
HQ19 <input type="checkbox"/> Unit 19 The Practice of Employment Law	£475.00	£570.00
HQ20 <input type="checkbox"/> Unit 20 The Practice of Family Law	£475.00	£570.00
HQ21 <input type="checkbox"/> Unit 21 Probate Practice	£475.00	£570.00
ILEX Level 6 Professional Skills units*		
HQ22A <input type="checkbox"/> Client Care Skills (Civil Litigation)	£312.50	£375.00
HQ22B <input type="checkbox"/> Client Care Skills (Conveyancing)	£312.50	£375.00
HQ22C <input type="checkbox"/> Client Care Skills (Family Practice)	£312.50	£375.00
HQ23A <input type="checkbox"/> Legal Research Skills (Civil Litigation)	£312.50	£375.00
HQ23B <input type="checkbox"/> Legal Research Skills (Company and Partnership Practice)	£312.50	£375.00
HQ23C <input type="checkbox"/> Legal Research Skills (Conveyancing)	£312.50	£375.00
HQ23D <input type="checkbox"/> Legal Research Skills (Criminal Litigation)	£312.50	£375.00
HQ23E <input type="checkbox"/> Legal Research Skills (Employment Practice)	£312.50	£375.00
HQ23F <input type="checkbox"/> Legal Research Skills (Family Practice)	£312.50	£375.00
HQ23G <input type="checkbox"/> Legal Research Skills (Probate Practice)	£312.50	£375.00

» For advice on course selection call us on 01234 844300.

*We offer a selection of courses for each of the two skills units, so that you can choose the context within which you will learn the skills. You will be able to choose from the same options when you do your ILEX assessment in these units.

STEP 4 Select the date and location of your induction day

We invite you to attend an induction day if you are new to studying with ITC, to make sure you get off to the best start with your studies. We strongly recommend that you attend. The induction day is not course-specific but is designed to introduce you to studying with ITC, to equip you with key study skills appropriate to your level of study and to show you how to get the most from the course resources. Select from the list of dates opposite. Courses are run at ILEX's premises in Kempston, near Bedford, with additional dates in London, Manchester, Salford and Birmingham. Timings and detailed location information will be given on enrolment. Please only select an induction day if you will attend.

Induction Days – Level 3	
<input type="checkbox"/>	10 September 2011 Manchester
<input type="checkbox"/>	17 September 2011 London
<input type="checkbox"/>	24 September 2011 Bristol
<input type="checkbox"/>	24 September 2011 Birmingham
<input type="checkbox"/>	01 October 2011 Bedford
<input type="checkbox"/>	08 October 2011 London
<input type="checkbox"/>	19 November 2011 Salford
<input type="checkbox"/>	26 November 2011 London
<input type="checkbox"/>	28 January 2012 Bedford
<input type="checkbox"/>	04 February 2012 Bristol
<input type="checkbox"/>	04 February 2012 Manchester
<input type="checkbox"/>	10 March 2012 Birmingham
<input type="checkbox"/>	21 April 2012 Bristol
<input type="checkbox"/>	05 May 2012 London

Induction Days – Level 6	
<input type="checkbox"/>	17 September 2011 London
<input type="checkbox"/>	1 October 2011 Bristol
<input type="checkbox"/>	1 October 2011 Manchester
<input type="checkbox"/>	08 October 2011 London
<input type="checkbox"/>	22 October 2011 Bedford
<input type="checkbox"/>	10 December 2011 London
<input type="checkbox"/>	21 January 2012 Bedford
<input type="checkbox"/>	18 February 2012 Manchester
<input type="checkbox"/>	05 May 2012 London

I cannot attend an induction day but I undertake to work through the on-line induction materials

STEP 5 How would you like to pay

Payment of your course fees can be made in three instalments as listed in the table to the right, if you pay by debit or credit card. The administration fee for the instalment option is £25 plus VAT (£30.00) per order. If you are enrolling on more than one course submit the first instalment payment for each of your courses together with one instalment administration fee of £30.

Calculate your payment amount	
Total course fees including VAT	
Instalment administration fee if relevant (£30.00)	
Overseas postage if relevant (see STEP 2)	
TOTAL PAYABLE	

Course fee	Instal. 1	Instal. 2	Instal. 3
£195	£95	£50	£50
£275	£125	£75	£75
£295	£135	£80	£80
£325	£145	£90	£90
£375	£175	£100	£100
£540	£260	£140	£140
£560	£260	£150	£150
£570	£270	£150	£150
£730	£350	£190	£190
£790	£390	£200	£200
£1100	£540	£280	£280

Payment option A. If you choose to pay by debit/credit card please select the relevant option below and then complete your card details:

A1. I would like to pay the full course fee now. Please debit my card for the full amount.

A2. I would like to pay by instalments. Please debit my card for the first instalment plus the £30 fee now and the remaining two instalments on the 15th of the next two months.

Card type: Visa Mastercard Maestro

Card no.													Signature		
Valid from					Expiry date					Security code					
Name on card													Issue no.		
Address of cardholder (if not as given in Step 1)															
												Postcode			

Payment option B. If you choose to pay by cheque please submit a cheque for the total fee, including extras, payable to ILEX Tutorial College. No post-dated cheques please. The instalment option is not available.

Payment option C. If your employer or a third party is paying your fees please send a letter (signed by a partner if a firm of solicitors) containing an undertaking to pay your fees within 28 days. The instalment option is not available. Please complete name and address of sponsor if different from your employer.

Name														
Address														
												Postcode		

STEP 6 Read the terms and conditions

Please read the terms and conditions on the back of this form and sign the following declaration:

I accept the terms and conditions overleaf	
Signature	Date



TERMS AND CONDITIONS

Access to the Student Area: No refund or compensation will be given for periods of non-availability of the Student Area or any of its features.

Command of written English: If English is not your first language, we recommend that you do not embark on an ITC course at Level 3 unless you have a First Certificate in English or equivalent qualification. We reserve the right to terminate the course of any student whose written English does not meet this standard. If your first language is not English we recommend that you do not enrol on a Level 6 course without first having studied with us at Level 3.

Contract: The laws of England and Wales shall apply in all respects and the courts of England and Wales shall have exclusive jurisdiction.

Copyright: Copyright in all course materials remains that of ILEX Tutorial College (ITC). Any unauthorised reproduction or transmission of any part of the course materials, whether electronically or otherwise, will constitute an infringement of copyright. No part of the materials may be lent, resold or hired out for any purpose without the prior written permission of ITC. We will withdraw the course without compensation from any student found or suspected of abusing our copyright and refer the matter to ILEX Professional Standards.

Course fees: Discounts on combinations of courses which attract a lower fee when purchased together can only be given when courses are purchased at the same time in the same transaction and cannot be given retrospectively.

Course elements not taken up: No partial refund or discount will be given for any course elements that are not taken up, such as the face-to-face revision tuition.

Duration of course: Course fees include tuition and access to the Student Area and other course resources for fifteen months from the date of enrolment.

Email address: You are required to have an email address.

Exam entry: You are responsible for applying to ILEX to enter your exam. Enrolment with ITC on a course does not constitute exam entry.

Face-to-face revision tuition/professional skills workshops: The entitlement to attend face-to-face revision sessions/courses or professional skills workshops relates only to sessions/courses/workshops occurring during the period of validity of your course, and cannot be carried forward. ITC reserves the right to cancel specific dates if there is insufficient demand. In the event of a session/course/workshop having to be cancelled due to the default of ITC's suppliers, or events such as fire, flood, storm, transport failure, war or acts of terrorism, ITC will endeavour to offer to re-run the session/course/workshop on an alternative date.

ILEX membership: ILEX requires that anyone who wishes to sit an ILEX exam or assessment must be a Student Member (or other category of member as appropriate) of ILEX. It is your responsibility to ensure that you have met this condition.

Internet access: It is a condition of your application that you have access to the internet so that you can access the resources on the ITC Student Area. You also need to satisfy yourself about your ability to use the web-based course resources by reference to the specification provided on our website.

Non-transferability of course: The course is not transferable to any other party.

Overseas students: If you live outside mainland Great Britain you must remit a further fee of £30 for each Level 6 course or for up to five Level 3 courses purchased in a single transaction.

Plagiarism: We reserve the right to withdraw our services from any student suspected of copying another student's work for the assessed assignment on any professional skills course, and to refer the matter to ILEX Professional Standards.

Refund/Change of course: A full refund of the course fee will be given if the course materials are returned to ITC, in good condition and with postage having been pre-paid in full by you, within seven working days following the date you receive them. Thereafter, provided all materials are returned to ITC, in good condition and with postage having been pre-paid in full by you, before the expiry of a period of four weeks from the date of your course enrolment with ITC, your course fees will be refunded less an administration charge of £28 including VAT per course, or per complete order returned. Refunds will not be given after this four-week period has expired. This also applies to students wishing to change course who, in addition, will be required to pay any difference between the cost of the two courses, and the overseas postage charge where applicable.

Reinstatement: Reinstatement on your course at a reduced fee is available if your ITC course has expired and if you wish to purchase the same course again (subject to this course still being available at that time). A reinstatement fee of 35% of the fee applicable at that time will be payable. Where the original course was purchased as part of an ILEX Level 3 Certificate in Law and Practice or other discounted package, the reinstatement fee will be 35% of the full individual course fee applicable at the time of reinstatement.

Sponsoring employer: If your employer is contributing to your course fees we provide information on your course progress to your sponsor if requested.

Unreasonable behaviour: We ask that you speak courteously to our staff and do not make excessive or unreasonable demands. If, after a warning, you continue to be discourteous towards ITC staff and/or make further unreasonable or excessive demands, we may at our discretion either suspend or withdraw your course without a refund.

Choosing your course

If you are working towards the ILEX Level 3 Professional Diploma in Law and Practice, the ILEX Level 6 Professional Higher Diploma in Law and Practice, or the ILEX Graduate Fast-track Diploma, you should be aware of the structure of the qualification and the rules of combination of units within it, before enrolling on any course with ITC. Full information is given on our website and in our prospectus.

You will see that each ILEX Level 3 unit is listed at its full list price at the beginning of Step 3. Please only select from this section if you wish to enrol on one course only, or if you have checked that your combination of courses is not included in one of the packages A-E. These packages offer typical combinations of Level 3 units at a discount. Several of the Level 3 packages in Step 3 refer to a law unit and linked practice unit. These are shown below. The linked Level 6 law and practice units are also provided for reference. If you would like advice on course selection please call us on 01234 844300.

LEVEL 3 PRACTICE UNIT WITH LINKED LAW UNIT

Practice Unit	Linked Law Unit
Unit 9 Civil Litigation	Unit 2 Contract Law or Unit 5 Law of Tort
Unit 10 Conveyancing	Unit 4 Land Law
Unit 11 Criminal Litigation	Unit 3 Criminal Law
Unit 12 The Practice of Family Law	Unit 7 Family Law
Unit 13 The Practice of Employment Law	Unit 6 Employment Law
Unit 14 Probate Practice	Unit 8 Law of Wills and Succession
Unit 15 The Practice of Law for the Elderly Client	Unit 8 Law of Wills and Succession

LEVEL 6 PRACTICE UNIT WITH LINKED LAW UNIT

Practice Unit	Linked Law Unit
Unit 15 Civil Litigation	Unit 2 Contract Law or Unit 13 Law of Tort (with a recommendation to study both subjects)
Unit 16 The Practice of Company and Partnership Law	Unit 1 Company and Partnership Law
Unit 17 Conveyancing	Unit 9 Land Law
Unit 18 Criminal Litigation	Unit 3 Criminal Law
Unit 19 The Practice of Employment Law	Unit 4 Employment Law
Unit 20 The Practice of Family Law	Unit 7 Family Law
Unit 21 Probate Practice	Unit 14 Law of Wills and Succession

Course features

A full description of the course structure and resources for each unit is given on our website and in our prospectus, and you are strongly advised to read the full course information before enrolling on your course(s). All courses are valid for fifteen months from the date of enrolment. This means that you will have access to the Student Area and that you can submit your study exercises to your personal tutor (where relevant) at any time during this period.

Each ITC course for an ILEX Level 3 and Level 6 law and practice unit includes face-to-face revision support. At Level 3 this is a three-hour session, and at Level 6 it is an intensive one-day course with six hours' tuition. The cost of the Level 3 and Level 6 face-to-face revision support is included in the course fee, as long as you make your booking before the priority booking deadline (of which you will be informed in good time), and subject to paying an administration fee of £10 incl. VAT per session/course at the time of booking. Similarly, the ILEX Level 3 and Level 6 professional skills courses each include an optional workshop, the cost of which is covered by the course fee except for the £10 incl. VAT administration fee per workshop payable at the time of booking. All skills workshops are three-hour sessions.

The dates of the revision sessions are indicated by the dots on the tables on the right. This is not a booking form and these dates are given for information only. You will be given the opportunity to attend one revision session/course/skills workshop during the fifteen month period that the related distance learning course is valid.

REVISION SESSIONS FOR LEVEL 3 LAW AND PRACTICE SUBJECTS

Sessions are indicated by a black dot.

	2011								2012																			
	Salford 19 Nov		Salford 20 Nov		London 26 Nov		London 27 Nov		Salford 12 May		Salford 13 May		Bristol 19 May		Bristol 20 May		London 26 May		London 27 May		Salford 01 Dec		Salford 02 Dec		London 08 Dec		London 09 Dec	
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm
Contract Law	•	•			•	•			•					•				•	•			•				•	•	
Conveyancing	•	•			•	•					•				•				•	•			•				•	•
Civil Litigation	•	•			•	•			•	•				•				•	•			•	•			•	•	
Criminal Law			•	•			•	•			•				•				•	•			•				•	•
Criminal Litigation			•	•			•	•			•				•				•	•			•				•	•
Employment Law	•				•				•					•					•	•			•				•	•
Family Law			•				•			•					•				•	•			•				•	•
Land Law	•	•			•	•				•				•					•	•			•				•	•
Law of Tort			•	•			•	•		•				•					•	•			•			•	•	
Probate Practice		•			•				•					•					•	•			•				•	•
The Practice of Employment Law		•			•				•					•					•	•			•				•	•
The Practice of Law for the Elderly Client								•											•	•						•	•	
The Practice of Family Law			•				•			•					•				•	•			•				•	•
Wills and Succession	•				•				•					•					•	•			•				•	•

REVISION COURSES FOR LEVEL 6 LAW AND PRACTICE SUBJECTS

Courses are indicated by a black dot.

	2011								2012														
	Salford 19 Nov	Salford 20 Nov	London 26 Nov	London 27 Nov	Salford 3 Dec	Salford 4 Dec	London 10 Dec	London 11 Dec	London 05 May	London 06 May	Salford 12 May	Salford 13 May	Bristol 19 May	Bristol 20 May	London 26 May	London 27 May	London 24 Nov	London 25 Nov	Salford 03 Dec	Salford 04 Dec	London 08 Dec	London 09 Dec	
Civil Litigation					•		•	•			•		•		•	•			•			•	
Company and Partnership Law			•						•		•		•		•							•	
Conveyancing		•		•						•		•		•		•						•	
Criminal Law					•		•			•		•		•		•						•	
Criminal Litigation							•			•		•		•		•						•	
Employment Law					•		•			•		•		•		•						•	
Equity and Trusts					•		•			•		•		•		•						•	
European Union Law	•		•						•		•		•		•							•	
Family Law		•		•					•		•		•		•							•	
Immigration Law							•							•		•							
Land Law	•		•	•					•	•	•		•		•							•	
Landlord and Tenant Law							•			•				•		•						•	
Law of Contract							•	•	•		•		•		•	•	•	•	•	•	•		
Law of Tort							•	•	•		•		•		•	•	•	•	•	•	•		
Planning Law			•						•								•						
Probate Practice							•			•				•	•							•	
Public Law		•		•					•		•		•		•							•	
The Practice of Company and Partnership Law				•					•														•
The Practice of Employment Law							•		•		•				•							•	
The Practice of Family Law			•						•		•		•		•							•	
Wills and Succession							•	•			•	•		•		•						•	

» For advice on course selection call us on **01234 844300**.

All courses for ILEX Level 3 and Level 6 law and practice units include face-to-face revision tuition. At Level 3 this is a three-hour session in a morning or afternoon, and at Level 6 it is a full day. The cost of this tuition is included in the course fee subject to an administration fee of £10 incl. VAT payable at the time of booking your place.

Additional costs
Whilst the course fee on all Level 6 law and practice units includes the ITC course manual, there is an additional recommended text for these units (and in some instances a case book and/or statute book) which you will have to purchase separately. An ILEX Student Membership fee (or other category of membership as appropriate) and exam fees for each unit are payable to ILEX. Please contact ILEX on 01234 841000 for information on these.

PROFESSIONAL SKILLS WORKSHOPS

Workshops are indicated by a black dot. Workshops during the period to 28 January 2012 relate to the June 2012 exam session and those from 17 March 2012 onwards relate to the January 2013 exam session.

	2011								2012													
	Bristol 15 Oct	Salford 20 Nov	London 27 Nov	Salford 03 Dec	London 11 Dec	London 28 Jan	London 17 Mar	Bristol 24 Mar	Birmingham 24 Mar	Manchester 24 Mar	Manchester 31 Mar	Birmingham 07 Apr	Bristol 14 Apr	Birmingham 07 Jul	Bristol 07 Jul	London 07 Jul	Birmingham 14 Jul	London 14 Jul	Manchester 14 Jul	Bristol 21 Jul	Manchester 21 Jul	
Level 3 Client Care Skills (am)	•	•			•	•	•	•	•	•		•	•	•			•	•	•	•	•	
Level 3 Legal Research Skills (pm)	•	•			•	•	•	•	•	•		•	•	•			•	•	•	•	•	
Level 6 Client Care Skills (am)				•	•	•	•	•	•	•		•	•	•			•	•	•	•	•	
Level 6 Legal Research Skills (pm)				•	•	•	•	•	•	•		•	•	•			•	•	•	•	•	

Assessed Assignment submission deadlines for professional skills courses.

The deadline for the submission of your Assessed Assignment to ITC for marking is:
11 March 2012 for the June 2012 exam session
11 September 2012 for the January 2013 exam session.