

NOTA2MC

2014 - 2015

Advanced master in Public Notary Law

At Louvain-la-Neuve - 60 credits - 1 year - Customized schedule - In frenchDissertation/Graduation Project : **YES** - Internship : **optional**Activities in English: **NO** - Activities in other languages : **NO**Activities on other sites : **NO**Organized by: **Faculté de droit et de criminologie (DRT)**Programme code: **nota2mc** - European Qualifications Framework (EQF): 7**Table of contents**

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NOTA2MC - Introduction

Introduction

NOTA2MC - Teaching profile

Learning outcomes

The Advanced Master in Public Notary Law enables those who have gained the Belgian 'licence' degree or Master in Law to further their training in the specific areas related to the profession of a public notary and the requirements of the law on public notaries.

The Advanced Master in Public Notary law is therefore designed to provide students with :

- the necessary training to go on to work as public notaries ;
- the necessary training to go on to work as public notaries' assistants ;
- the necessary training for those who wish to acquire specialized training in the subjects relating to inheritance law in the widest sense of the term.

There are two reasons for offering an Advanced Master in Public Notary Law : first, the law requires that the profession can only be exercised by those who have obtained the Belgian degree of 'licence' in Public Notary Law ; second, special training is needed to carry out the activities of a public notary.

The Advanced Master Public Notary Law is therefore a condition of entry to the profession of public notary.

Article 35 of the Ventôse law, as amended by the law of 4 May 1999, stipulates that in order to be nominated as a candidate for a public notary, a degree in public notary law is necessary.

Programme structure

The programme is made up of nine compulsory courses and a final assignment. A work placement, which puts into practice the subjects that have been taught, completes the training.

[> Programme de cours obligatoires du Master complémentaire en Notariat \[en-prog-2014-nota2mc-lnota210t.html\]](#)

NOTA2MC Detailed programme

Programme by subject

CORE COURSES [60.0]

● Mandatory

△ Courses not taught during 2014-2015

⊕ Periodic courses taught during 2014-2015

⊗ Optional

⊖ Periodic courses not taught during 2014-2015

‡ Two years course

Click on the course title to see detailed informations (objectives, methods, evaluation...)

● LNOTA2001	Notary Private International Law	Jean-Louis Van Boxstael	30h	4 Credits	1q
● LNOTA2002	Notary Family and Partners Law	Jean-Louis Renchon	30h	4 Credits	1q
● LNOTA2003	Notary Law of Successions and Gifts	Fabienne Tainmont	30h	4 Credits	1q
● LNOTA2004	Notary Administrative Law	Damien Jans	30h	4 Credits	1q
● LNOTA2005	Notary Law of Contracts	Etienne Beguin	75h	9 Credits	1 + 2q
● LNOTA2006	Notary Company Law	Pierre Nicaise	45h	6 Credits	2q
● LNOTA2007	Judicial Notary Law	Jean-François Van Drooghenbroeck	30h	4 Credits	2q

○ LNOTA2008	Fiscal Law	Lorette Rousseau	30h	4 Credits	2q
○ LNOTA2009	Notary Law	Pierre Van den Eynde	45h	6 Credits	1q
○ LNOTA2200	Stage et mémoire	N.		15 Credits	

NOTA2MC - Information

Admission

In the event of the divergence between the different linguistic versions of the present conditions, the French version shall prevail

Decree of March 31st 2004 defining higher education, favoring its integration in the European framework of higher education and refinancing universities.

The admission requirements have to be met at the time of enrolment at the university.

The mentioned information may of modification for 2014-2015

All information can be obtained from the [University's Enrolment Office \(Service des inscriptions – SIC\)](#).

The following students, after meeting the conditions set by the academic authorities, have access to the complementary Master's degree with the aim of obtaining the grade that these studies sanction:

- An academic Master's degree within the same field allowing 2nd-cycle studies, including at least 120 credits
- An academic Master's degree, following a decision by the academic authorities, under the complementary conditions that they set and as a result of a motivated decision by the jury
- An academic grade which is similar to those mentioned above, issued by the Flemish Community, the German Community or the Royal Military Academy, under the same conditions
- A foreign academic grade that has been acknowledged as being equivalent to those mentioned above, in application of this decree, a European-level directive or an international convention, under the same conditions
- Under the same conditions, one or several titles or academic grade issued by the Flemish Community, the German Community or the Royal Military Academy, sanctioning 2nd-cycle studies and valued at least 300 credits by the jury, or sanctioning 2nd-cycle studies and valued at least 240 credits completed of 60 credits, the all that must be valued by the jury according to the decree of March 31st, 2004 (art 54, 5 °)

In the event of the divergence between the different linguistic versions of the present conditions, the French version shall prevail

Specific Admission Requirements

The special admission conditions for this programme are as follows :

- have gained a Belgian 'licence' degree or Master's degree in Law from a Belgian university ;
- hold a foreign degree which has been recognized as equivalent to a Belgian 'licence' degree or Master in Law, satisfying the requirements for recognition of equivalence.

Accessible to adults

An increasing number of students are Belgian 'licence' holders/Masters in law who are already working professionally and wish to acquire further training in inheritance and notarial law. The courses of the Advanced Master are held on two days of the week, making it possible for adults with professional duties to attend. In the past, students have been allowed to stagger their courses: this will continue.

Teaching method

Students on this programme must do a notarial work placement with a public notary who can act as their placement supervisor who either is on the list of public notaries approved by the Committee for the Master in Public Notary Law, or, having been chosen by a student, is approved by the Committee.

The objectives of the placement are to :

- complete and deepen training at Master level ;
- form a connection between teaching and practice, particularly through the examination of different kinds of cases and actions covered in class ;
- maintain the links between the different subjects taught ;
- enable students to carry out research required by the lecturers ;
- help the dissertation ;
- enable students to appreciate the human situations which notaries have to deal with in their daily activities.

The placement is therefore a learning activity which draws on the syllabus in such a way that classes, work and placement are all closely linked.

Conversely, the courses for the Master in Public Notary Law are shaped to take account of the individual work that students must do during their placement, both in understanding how legal rules are applied in practice and to bring together practical experience which sheds light on the theory.

The placement takes place at the beginning of the academic year and ends with the Easter holidays. It lasts for 75 working days, on Wednesdays, Thursdays and Fridays with a break for the Easter holidays and official holidays.

Students on the Master programme may be exempted from the placement if they can demonstrate previous or current activities or professional duties which are sufficiently close to the areas which feature in the programme for the Master in Public Notary Law.

Students who are exempted from the placement are nevertheless required to find elements in their professional duties which enable them, on one hand, to make the links between each of the courses and the practice of law and, on the other hand, to produce a dissertation drawing on their relevant professional activity or experience.

Evaluation

The evaluation methods comply with the [regulations concerning studies and exams](#). More detailed explanation of the modalities specific to each learning unit are available on their description sheets under the heading "Learning outcomes evaluation method".

Assessment varies depending on the course. It may take the form of a traditional examination, continuous assessment or handing in assignments.

Students must also produce a dissertation and do a placement.

Mobility and/or Internationalisation outlook

Apart from the elements of comparative and international private law examined in the different courses, the lecturers usually organize a study visit abroad every year. Although not compulsory, students are strongly recommended to go on this visit given the individual and educational benefits.

During this visit, training activities are organized with universities, public authorities and notarial institutions.

Contacts

Curriculum Management

Entite de la structure DRT

Sigle	DRT	
Dénomination	Faculté de droit et de criminologie	
Adresse	Place Montesquieu, 2 bte L2.07.01 1348 Louvain-la-Neuve Tél 010 47 86 00 - Fax 010 47 46 01	
Site web	https://www.uclouvain.be/drt	
Secteur	Secteur des sciences humaines (SSH)	
Faculté	Faculté de droit et de criminologie (DRT)	
Mandats	Pierre-Paul Van Gehuchten Joëlle Cap	Doyen Directeur administratif de faculté

Commissions de programme Commission d'enseignement pour le droit (BUDR)
Ecole de criminologie (ECRI)

Academic Supervisor : [Jean-Louis Van Boxtael](#)

Président de la Commission du stage : **Pierre Van den Eynde**

Assistant en charge de la gestion et du suivi des stages : **Jean Fonteyn**

Jury

NOTA2MC - Président : **Jean-Louis Renchon**

NOTA2MC - Secrétaire : **Lorette Rousseau**

Usefull Contacts

NOTA2MC - Personne de contact : **Marjorie Docquir**

