

**NOTA2MC**

2015 - 2016

## Advanced master in Public Notary Law

**At Louvain-la-Neuve - 60 credits - 1 year - Customized schedule - In french**Dissertation/Graduation Project : **YES** - Internship : **YES**Activities in English: **NO** - Activities in other languages : **NO**Activities on other sites : **NO**Main study domain : **Sciences juridiques**Organized by: **Faculté de droit et de criminologie (DRT)**Programme code: **nota2mc** - Francophone Certification Framework: 7**Table of contents**

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## NOTA2MC - Introduction

### Introduction

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## 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 \[en-prog-2015-nota2mc-lnota210t.html\]](#)

## NOTA2MC Detailed programme

### Programme by subject

#### CORE COURSES [60.0]

● Mandatory

△ Courses not taught during 2015-2016

⊕ Periodic courses taught during 2015-2016

⊗ Optional

⊖ Periodic courses not taught during 2015-2016

■ Activity with requisites

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

|             |   |  |     |           |    |
|-------------|---|--|-----|-----------|----|
| ● LNOTA2001 | <a href="#">Notary Private International Law</a>    | <a href="#">Jean-Louis Van Boxstael</a>          | 30h | 4 Credits | 1q |
| ● LNOTA2002 | <a href="#">Notary Family and Partners Law</a>      | <a href="#">Jean-Louis Renchon</a>               | 30h | 4 Credits | 1q |
| ● LNOTA2003 | <a href="#">Notary Law of Successions and Gifts</a> | <a href="#">Fabienne Tainmont</a>                | 30h | 4 Credits | 1q |
| ● LNOTA2004 | <a href="#">Notary Administrative Law</a>           | <a href="#">Damien Jans</a>                      | 30h | 4 Credits | 1q |
| ● LNOTA2005 | <a href="#">Notary Law of Contracts I</a>           | <a href="#">Etienne Beguin</a>                   | 30h | 4 Credits | 1q |
| ● LNOTA2006 | <a href="#">Notary Company Law</a>                  | <a href="#">Pierre Nicaise</a>                   | 45h | 6 Credits | 2q |
| ● LNOTA2007 | <a href="#">Judicial Notary Law</a>                 | <a href="#">Jean-François Van Drooghenbroeck</a> | 30h | 4 Credits | 2q |
| ● LNOTA2008 | <a href="#">Fiscal Law</a>                          | <a href="#">Lorette Rousseau</a>                 | 30h | 4 Credits | 2q |

|             |                             |                      |     |            |    |
|-------------|-----------------------------|----------------------|-----|------------|----|
| ○ LNOTA2009 | Notary Law                  | Pierre Van den Eynde | 45h | 6 Credits  | 1q |
| ○ LNOTA2200 | Stage et mémoire            | N.                   |     | 15 Credits |    |
| ○ LNOTA2010 | Notary laws of contracts II | Etienne Beguin       | 45h | 5 Credits  | 2q |

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## The programme's courses and learning outcomes

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For each UCL training programme, a [reference framework of learning outcomes](#) specifies the competences expected of every graduate on completion of the programme. You can see the contribution of each teaching unit to the programme's reference framework of learning outcomes in the document "In which teaching units are the competences and learning outcomes in the programme's reference framework developed and mastered by the student?"

The document is available by clicking [this link](#) after being authenticated with UCL account.

## NOTA2MC - Information

### Admission

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

Decree of 7 November 2013 defining the landscape of higher education and the academic organization of studies.

The admission requirements must be met prior to enrolment in the University.

#### General requirements

Subject to the general requirements laid down by the academic authorities, admission to the specialized Master's degree programme will be granted to students who fulfil the entry requirements for studies leading to the award of a Master's (second-cycle) degree and who hold a second-cycle diploma, degree, certificate or other qualification issued within or outside the French Community of Belgium, or whose prior learning or experience has been accredited by the Examination Board as being equivalent to at least 300 credits.

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#### 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.

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#### 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.

## Règles professionnelles particulières

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### Teaching method

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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

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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

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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

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## Curriculum Management

Entite de la structure DRT

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|--------------|--|
| Sigle        | <b>DRT</b>   |
| Dénomination | Faculté de droit et de criminologie  |
| Adresse      | Place Montesquieu 2 bte L2.07.01<br>1348 Louvain-la-Neuve<br>Tél 010 47 86 00 - Fax 010 47 46 01 |

|                          |  |   |
|--------------------------|--|---|
| Site web                 | <a href="https://www.uclouvain.be/drt">https://www.uclouvain.be/drt</a>                        |   |
| Secteur                  | Secteur des sciences humaines (SSH)  |   |
| Faculté                  | Faculté de droit et de criminologie (DRT)  |   |
| Mandats                  | <a href="#">Marc Fallon</a><br><a href="#">Bernard Dubuisson</a><br><a href="#">Joëlle Cap</a> | Doyen<br>Président du conseil<br>Directeur administratif de faculté |
| Commissions de programme | Commission d'enseignement pour le droit (BUDR)<br>Ecole de criminologie (ECRI)                 |   |

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

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 : Contact : [secretariat-cefap@uclouvain.be](mailto:secretariat-cefap@uclouvain.be)



