MODULE DESCRIPTOR

Module Title

Wills And Executries For Paralegals

Reference	LL1007	Version	1
Created	February 2023	SCQF Level	SCQF 7
Approved	September 2023	SCQF Points	30
Amended		ECTS Points	15

Aims of Module

To provide an overview and detail on the requirements for the role of a paralegal specialising in wills and executries.

Learning Outcomes for Module

On completion of this module, students are expected to be able to:

1	Identify the key legal issues as they relate to wills, trusts, powers of attorney and the law of testacy and intestacy
2	Relate the requirements for compliance with the key practical requirements for the preparation of the key relevant documents, including drafting a will or other form of trust deed, and of powers of attorney
3	Achieve compliance with the key processes involved in managing and winding up estates, whether testate or intestate and including ensuring that the relevant taxation returns are prepared and submitted
4	Acquire the ability to manage and deal with the key financial and other processes required when dealing with an adult with incapacity.

Indicative Module Content

An overview of the requirements for wills and executries including the issues of managing lack of capacity in adults, dealing with testate and intestate estates and the relevant taxation issues around them. Fundamentals of trust law are covered where relevant.

Module Delivery

Component 1 bears 100% of the grade required to generate the module grade. Component 2 is a participation requirement with each student normally required to complete interactive activities in this module and attend and participate in at least 4 out of the 6 synchronous online tutorial sessions. Non-submission of component 1 or non-completion of the participation competences in component 2 will result in an NS grade. An overall minimum grade D is required to pass the module.

Indicative Student Workload

	Full Time	Part Time
Contact Hours	N/A	22
Non-Contact Hours	N/A	100
Placement/Work-Based Learning Experience [Notional] Hours	N/A	178
TOTAL	N/A	300
Actual Placement hours for professional, statutory or regulatory body		100

ASSESSMENT PLAN

If a major/minor model is used and box is ticked, % weightings below are indicative only.

Component 1

Type:	Coursework	Weighting:	100%	Outcomes Assessed:	1, 2, 3, 4

Description: Coursework in the form of a portfolio capturing both the student's reflections on their learning process and the application of the learning materials in practice as well as the understanding and application of the relevant rules themselves.

Component 2

Type:	Practical Exam	Weighting:	0%	Outcomes Assessed:	1, 2, 3, 4

Description: Participation Requirement to ensure students engage with and develop underlying knowledge and skills. Details in Performance Descriptor.

MODULE PERFORMANCE DESCRIPTOR

Explanatory Text

Component 1 bears 100% of the grade required to generate the module grade. Component 2 is a participation requirement with each student normally required to complete interactive activities in this module and attend and participate in at least 4 out of the 6 synchronous online tutorial sessions. Non-submission of component 1 or non-completion of the participation competences in component 2 will result in an NS grade. An overall minimum grade D is required to pass the module. requirement with each student normally required to (1) complete at least two out of three interactive activities in this module and (2) attend and participate in at least 4 out of the 6 synchronous online tutorial sessions. Non-submission of either component 1 or 2 or non-completion of the competencies will result in an NS grade. An overall minimum grade D is required to pass the module.

Module Grade	Minimum Requirements to achieve Module Grade:
A	A:Pass
B	B:Pass
C	C:Pass
D	D:Pass
E	E:Pass
F	F:Pass
NS	Non-submission of work by published deadline or non-attendance for examination

Module Requirements

Prerequisites for Module	None, in addition to course entry requirements
Corequisites for module	None.
Precluded Modules	None.

INDICATIVE BIBLIOGRAPHY

	None.