

# Faculty of Law

## Postgraduate Diploma in Drafting and Interpretation of Contracts

Centre for Continuing Education Programmes



UNIVERSITY  
OF  
JOHANNESBURG

FACULTY OF LAW



**The Future  
Reimagined**

## The Diploma

- The programme is presented over one year on a part-time basis.
- The programme in Drafting and Interpretation of Contracts consists of four modules that investigate the legal framework within which contracts are drafted and interpreted. The programme will also deal with the relationship between the drafting and interpretation of various other kinds of legal documents, such as wills, rules and regulations, etc.
- The purpose of the programme is to provide learners with additional advanced knowledge and reflective understanding of the way in which legal texts are prepared and interpreted. The programme is designed to enhance the basic levels of knowledge and skills obtained by learners in their undergraduate studies, by enabling them to apply their knowledge and skills to legal documentation and projects that seek to develop a more refined understanding of the preparation and interpretation of various legal documents. Students will be kept abreast of the latest legal developments.
- Note that this Postgraduate diploma does not articulate to any further qualification.

The lectures will be presented in block sessions which will take place in February and July.

**NB:** Attendance of the workshops is compulsory.

**Examination:** October / November.

## Admission Requirements

Persons holding either an LLB or Bachelor's degree. In the case of the latter, the successful completion of a module in the Law of Contract, Commercial Law or Business Law is required.

## Closing Dates

Applications open on 16 August 2022. The closing date for applications is 1 February 2023.

## Programme Presenters

The programme will be presented by Prof Eesa Fredericks (Programme Leader) and Dr Graham Dampier (Head of Department: Academic Literacies).

### ▪ Programme Content

The content of the programme will suit both lawyers and non-lawyers who are involved with the negotiation, drafting and administration of contracts. To ensure that non-lawyers will be able to follow discussions, some time will be spent explaining basic principles and concepts. Lawyers may also benefit from refreshment of their knowledge of the basic principles and concepts and how they have an impact on the drafting and interpretation of contracts.

- **Basic Interpretation Theory**

To develop competencies and practical and conceptual skills in respect of the theoretical basis for the interpretation and drafting of contracts.

- **Interpretation Of Contracts**

To develop competencies and practical and conceptual skills in respect of the interpretation of contracts.

## **Drafting of Contracts**

To develop competencies and practical and conceptual skills in respect of the drafting of contracts.

## **Basic English Drafting Skills**

To develop competencies and practical and conceptual skills in respect of the interaction between law and language.

## **Other Topics**

Current matters and problems that occur from time to time in respect of the drafting and interpretation of contracts will be included in the programme to ensure that students are given training that is relevant and up to date.

## **Administrative Enquiries**

Contact the Course Coordinator, Mrs Narda Cullinan: Tel: 011 559 3838, Email: nardac@uj.ac.za

## **Application To Enrol**

Online application can be made from 16 August 2022. Applications close on 1 January 2023. Late applications received after this closing date may still be considered.

The following documents must be submitted with the Application:

1. An abridged CV of no more than 3 pages outlining in particular your work experience;
2. Certified copy of ID Document;
3. Certified copy of Matric Certificate. Any other school leaving certificate must be evaluated by SAQA: Tel No. 012 431 5064;
4. Certified copy of Tertiary qualification certificate/s;
5. Certified copy of the Academic Transcript of your qualification/s;
6. Certified copy of Marriage/Decree of Divorce Certificate (if applicable)

Foreign (SADC) Students must have their School Leaving Certificate and Tertiary Qualification Certificates evaluated by SAQA. This could take a couple of months so please do this timeously.

## Online Application

TO MAKE AN ONLINE APPLICATION (No Application Fee is payable)

- The Course Code is: **E4DICQ**
- The Mode of Study is DB – “APK Continuing Education Programmes Part-Time”.
- For a quicker and easier application process for first-time (new) applicants use the link below:  
Short Web Application  
[https://registration.uj.ac.za/pls/prodi41/wuj012pkg.wuj012\\_startup](https://registration.uj.ac.za/pls/prodi41/wuj012pkg.wuj012_startup)
- And the RETURNING student web link is:  
[https://registration.uj.ac.za/pls/prodi41/w99pkg.mi\\_login](https://registration.uj.ac.za/pls/prodi41/w99pkg.mi_login)
- For both processes above the “token” that must be used applicants is **LAWSLP**.

For assistance regarding Applications please contact the University call centre on (+27) 11 559 4555 or at [mylife@uj.ac.za](mailto:mylife@uj.ac.za)

## Course Fees

**Please note:** The fee or any part thereof is not refunded or carried over to another year in respect of students who are, for any reason, not able to complete the year of study.

### Course Fees for 2022

Course Fee Postgraduate Diploma in DIC: R19 410.00

Non-Refundable Registration Levy and ICT Levy: R1040.00

First Minimum payments – all students: R 6000.00

**TOTAL:** R20 450.00

Non-Refundable International Levy – SADC Students (Residing outside South Africa): R1000.00

**TOTAL:** SADC Students: R21 450.00

The 2023 Course Fees will be confirmed at the end of 2022. Generally a 6 - 8% increase in the course fee is applicable for each new academic year.

After the application has been processed and the student is admitted to the programme he/she will be notified when to make the necessary payments. The breakdown will be as follows:

A first minimum payment before registration (approximately 30% of the course fee).

The next payment of 60% of the full course fee to be paid by 14 April.

The remaining balance to be paid by 15 August.

This breakdown of fees DOES NOT apply to students whose fees are paid by a bursary sponsor or employer.

\*In these instances where the full fees must be paid, tax invoices must be requested from the Financial Officer, Mr Isaac Moagi - [imoagi@uj.ac.za](mailto:imoagi@uj.ac.za)

**Note:** given that this is a non-subsidised programme there is no graduation ceremony held, however, a qualification certificate will be issued at the end of April of the following year.