



FACULTY OFFICE

Minutes of the Meeting of the Qualifications Board
held at UCL and online on 11 October at 13:30pm

Present: Nicholas Hatzis (Chair)
Alex Galloway
Sophie Milburn
Anna Ostrowska-Rogers
Christopher Smith
Elaine Standish

Ugljesa Grusic
Dean Eloise Scotford
Alisa Grafton
Lara Gouveia Simonetti

Online:
Iain Ostrowski-Rogers
Ian Blaney, Faculty Office

In attendance:
Howard Dellar, Registrar, Faculty Office
Patrick Roberts, Clerk, Faculty Office
Jaymisha Tailor, Administrator, Faculty Office

1. PRESENTATION – NOTARIAL PRACTICE COURSE: PRESENT & FUTURE

A Presentation was held by staff of the UCL Faculty of Laws: Eloise Scotford (Dean of the Faculty of Laws), Dr Ugljesa Grusic (Course Director), Dr Ian Williams (Associate Professor) and Alisa Grafton (Notarial Practice Lead) discussing the current state of the Notarial Practice Course, The three modules and UCL Laws Strategy and NPC. Please see Appendix A for the accompanying material to the presentation.

2. APOLOGIES

Apologies were received from Nicola Brant, Roger Eastman, Cat Farrow and Jenni Kennedy.

3. MINUTES OF THE PREVIOUS MEETING

These were confirmed as correct nem con and signed by the Chairman.

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

Patrick Roberts asked the Board to keep an eye out for any individuals who may be interested in becoming a lay member of the Board and to put them in contact with the Faculty Office.

5. NOTARIAL PRACTICE COURSE

Dr Grusic reported that the next UCL Open Day had been scheduled for 25 November 2023 to be held online. At the last meeting, Elaine Standish suggested whether the open day could be moved to an “in-person” event. Dr Grusic informed the board that “in-person” event will raise costs however was open to agreeing a hybrid event with the event been recorded and available online for those that cannot attend in person. A hybrid event has now been confirmed. 13 people have already signed up to attend the open day in person with 4 attending online. The Open Day has also been advertised in the Law Society Gazette.

There are 73 students in Year One which is an unprecedented number. Dr Grusic raised concerns as to the pastoral needs of so many students and reports of complaints and lack of common courtesy have been received. Concerns as to the capabilities of many of the new students were also raised with Elaine Standish questioning the criteria whereby particularly those candidates with in-date qualifications but little or no work experience appear to struggle both professionally and with the Course. Sophie Milburn proposed a requirement of some professional work experience with applicants.

6. REPORT FROM THE LAW TRAINING CENTRE (KENT)

A report from the LTC (K) has been communicated to the Faculty Office to reflect on a year of provision of the Notarial Modules and the report has been circulated to the Board. Ian Blaney explained that the report was positive and if anyone from the Board had any feedback, this would be welcomed.

ES asked whether they are still issuing advisory exemptions to students (a problem raised at previous meetings). IB addressed this issue with LTC and explained to them that this is for the Qualifications Board to determine. LTC claim that they were trying to be helpful but will stop advising students that a Certificate of Exemption is or will be granted.

7. SUB-COMMITTEE REPORT – the sub-committee has not met.

8. APPLICATIONS FOR CERTIFICATES OF EXEMPTION

(a) New Applicants

- 1) PM (2023/83)– is a trainee solicitor who is applying for Exemptions in the five 'core' subjects on the grounds of in-date qualifications. The Board agreed that he be granted exemptions in the five 'core' subjects and requires that he obtain modules in the three professional subjects.
- 2) TH (2023/84) – is a full-time solicitor in general legal practice who is applying for a full Certificate of Exemption. The board agreed he be granted a full Certificate of Exemption.
- 3) SS (2023/85) – is a full-time solicitor who is applying for a full Certificate of Exemption. The Board requires that she provide further information of regular and substantive practice and number of caseloads in the three professional subjects, including transcripts and practicing certificate. This application to be referred back to the Board.
- 4) JL (2023/86) – is a full-time solicitor who is applying for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board requires that she provide further information of regular and substantive practice and number of caseloads in the three professional subjects. This application to be referred back to the Board.
- 5) WD (2023/87) – is full time principal solicitor who is applying for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board agreed that he be granted exemptions in the five 'core' subjects and in Conveyancing and Wills Probate & Administration but requires that he obtain a module in Company Law.
- 6) F K-S (2023/88) - is a sole practitioner who is applying for a full Certificate of Exemption. The Board agreed that he be granted exemptions in the five 'core' subjects and in Conveyancing and Wills Probate & Administration but requires that he obtain a module in Company Law.
- 7) MS (2023/89) – is a sole practitioner who is applying for exemption in the five 'core' subjects and in Company Law. The Board agreed

that he be granted exemptions in the five 'core' subjects and in Company Law and requires that he obtain modules in Conveyancing and Wills Probate & Administration.

- 8) LT (2023/90) – is a solicitor applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that she be granted a full Certificate of Exemption.
- 9) PP (2023/91) – is a solicitor applying for a full Certificate of Exemption. The Board agreed that he be granted a full Certificate of Exemption in the five 'core' subjects and requires that he provide further information of regular and substantive practice in the three professional subjects. This application to be referred to the Board.

7B. FURTHER CONSIDERATION

- 1) SV – (2023/51) is a solicitor and STEP practitioner who applied for a full certificate of Exemption. The Board agreed that he be granted exemption in the five 'core' subjects and in Conveyancing and Wills Probate & Administration but requires that he obtains a module in Company Law. In his response dated 24 July Mr Vasisht explained that he does not consider obtaining a module in Company Law to be necessary as he works in general practice and has access to colleagues in the Company and Commercial Department. The Board directed that he obtain a module in Company Law.
- 2) BA (2023/68) – is a solicitor in general practice who applied for a full Certificate of Exemption. The Board requires that he provides further information of regular and substantive practice in the three professional subjects including caseload covering the past 3 years. In his response dated 26 July 2023, Mr. Alao confirmed he has been personally involved in approximately 40 Conveyancing cases, approximately 20 Wills Probate & Administration cases and in the region of 17 Company Law cases. The Board agreed he be granted a full Certificate of Exemption.
- 3) OA (2023/74) – is a solicitor in general practice who applied for a full Certificate of Exemption. The Board agreed that he be granted exemptions in the five "core" subjects and in Company Law and in Conveyancing but requested that he provides a transcript of his LLM and LPC before a decision is reached as to Wills Probate & Administration. In his response dated 24 July 2023, Mr Adegboye provided a copy of the transcript. On review, it was noted that there was no mark provided for Wills Probate & Administration. The

Board directed he obtain a module in Wills Probate & Administration.

- 4) IF (2023/76) – is a recent graduate who applied for a full certificate of Exemption on the grounds of in-date qualifications. The board directed that she clarifies her study of Company Law as no credits are listed for the same on her LLM or LPC transcripts. In her email response dated 28 August 2023, Ms Flaubert explained that she will not be applying for a full certificate of Exemption because there have been problems with the results of her score in Business Law and this is being revised. The Board directed that if she is appealing the score and if it transpires that her application is successful then the Board will consider a full certificate of Exemption. Alternatively, the Board has directed that Ms Flaubert obtain a module in Company Law.
- 5) DG (2023/80)– is a solicitor who applied for a full Certificate of Exemption. Unfortunately, his application was incomplete (questions 9-12). The Board directed that he re-submits a fully completed application. The Board declined the application and suggested that he self-reports for breach of data,
- 6) FA (2023/59) – is a solicitor and lead tutor for SQE Level 6 Diploma in Probate Law and Practice at the LTC (Kent) who only applied for exemptions in three of the five “core” subjects and in none of the three professional subjects. The Board required that she provided information detailing why she was “exempt” from significant portions of her GDL and why given her position at the LTC (Kent) she is not applying for an exemption in Wills Probate & Administration. The Board agreed that she be granted exemptions in the five ‘core’ subjects and in Wills Probate & Administration but be required to obtain modules in Conveyancing and Company Law.
- 7) SN (2023/72) – is a solicitor who applied for a full Certificate of Exemption. The Board agreed that he be granted exemption in the five “core” subjects and in Company Law but requires further information as to his caseloads in Conveyancing and Wills Probate & Administration. Mr Nenescu provided brief examples of his caseload however this was not satisfactory. The Board therefore directed that he be required to obtain modules in Conveyancing and in Wills Probate & Administration.
- 8) ZH (2023/66) – is a solicitor in general practice who applied for a full Certificate of Exemption. The Board required that he provide

further information of regular and substantive practice in the three professional subjects. In his correspondence dated 27 September 2023, Mr Hashmi confirmed he has been involved in 96 Wills Probate and Administration cases, 228 Conveyancing cases and 43 Company Law cases. The Board agreed that he be granted a full Certificate of Exemption.

- 9) IE (2023/61) – is a Sudanese advocate who has recently completed the SQE Law Essentials preparatory course at the University of Law who applied for exemption in three of the five “core” subjects and none of the three professional subjects. The Board required that the applicant provide evidence of study of English and Welsh Law as this was not evident from her application. In her email response dated 16 August 2023 she provided evidence of English and Welsh legal system and the European Union retained law (post Brexit). On consideration of the evidence provided, the Board considered that this did not satisfy the requirements and declined she be granted any exemptions.

9. APPLICATIONS FOR RECOGNITION UNDER RULE 8.2

There were none

10. APPLICATIONS FOR VALIDATION OF COURSES

There were none.

11. REFERENCES TO BOARD PURSUANT TO THE SCRIVENERS (QUALIFICATION) RULES 2019

There were none.

12. ANY OTHER BUSINESS

Patrick Roberts explained that he will circulate paper on Definitions regarding ‘general practice’ and also in terms of assessment in Wills prior to the next meeting in order to achieve an agreed consensus at that meeting in these areas. Anna Ostrowska-Rogers also indicated that this would be necessary as there appears to be mixed opinions

13. DATE OF NEXT MEETING

08 December 2023 (Online)